

CITY OF CLAREMONT TRUSTEES OF TRUST FUNDS
3rd Quarter 2018 Minutes
December 3, 2018

Location: Claremont Savings Bank, Claremont, NH

Time: 11:00 am

Trustees Present: Tawnya Courtemanche, Marilyn Harris and Clay Hawkins

Others Present: Vicki Corliss, Clerk

1. Trustees signed and approved the minutes from 2nd Qtr
2. Vicki presented a recap of the Clerk's tasks
 - a. August 21st:
 - Sent a replacement check to the Fiske Free Library as the check issued back in April was never cashed and had expired.
 - b. August 30th:
 - Submitted the MS-9 & MS-10-was submitted the old way as there was a problem with the system and the person who could fix it was on vacation. All were requested to submit this way.
 - c. September 7th:
 - A disbursement from the Claremont Elks Fund for a scholarship recipient in the amount of \$1,000
 - Check was reissued for a scholarship recipient who switched schools.
 - d. September 25th:
 - A disbursement from the Fireman's Relief Fund in the amount of \$560 for an injured firefighter
 - e. September 18th:
 - A disbursement from the Claremont Elks Fund for a scholarship recipient in the amount of \$1,000
 - f. October 17th:
 - The annual disbursements for the various funds were submitted to Citizen's
 - g. October 19th:
 - Disbursement request for \$100 to Putnam's & Colonial Florist. \$50 from the Harry Adams Fund & \$50 from the Ainsworth Fund
 - h. November 8th:
 - All annual letters and checks were mailed

- i. November 18th:
 - A deposit of \$5000 into the Julia Millar Fund from the Fiske Free Library Trustees per a donor's request.
- j. November 27th:
 - Lisa transferred \$54,500 to the Code Enforcement Non-Cap Reserve per resolution 2018-22
- k. December 3rd:
 - Opened a new Non-Cap Reserve called Fiske Free Library Non-Cap Reserve

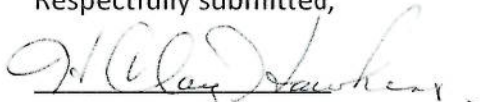
Other Items:

Vicki let the Trustees know that Vicki Landry with the Tolles Home is all set with submitting requests for reimbursement more timely. They are trying not to use the funds but they would submit requests for the current year.

Tawnya asked Vicki to add the Elks fund to the list when the available scholarship amounts are sent out.

The meeting adjourned at 11:30 a.m. The next meeting is scheduled for January 30, 2019 at Claremont Savings Bank.

Respectfully submitted,


H. Clay Hawkins


Marilyn Harris


Tawnya Courtemanche