

**TRUSTEES OF TRUST FUNDS**  
**June 16, 2021; 4:30 pm, Franconia Town Hall**  
**Minutes**

In attendance: Karen Foss, Jan Cole and Carol Walker

The meeting started at 4 pm with Karen & Jan; Carol arrived late at 4:30; Karen departed at 5:10 and the meeting concluded at 6 pm.

There were no financial transactions requested from the Town during May 2021. Karen will ask the town administrator about revising the Town's funding of the CRF and ETF as approved at Town meeting in April 2021.

The Trustees reviewed the May 31, 2021 Three Bearings/Fidelity Common Capital Reserve Fund (CRF) report that had a beginning balance of \$2,429,662.26 at 5/01/2021 and an increase in investment value in May of \$7,164.05 resulting in an ending account value of \$2,436,826.31 as of 5/31/2021 with a year to date increase in investment value of \$45,891.86. There were no transactions in May in the CRF. Three Bearings' quarterly portfolio management fee of \$2,788.48 based on the CRF's balance at 5/31/21 will be paid and reflected on the June 30, 2021 CRF statement.

The May 31, 2021, the Common Trust Fund (CTF) report had a beginning balance of \$344,041.41 at 5/01/2021 and an increase in investment value during the month of \$4,050.37 resulting in an ending account value of \$348,091.78 with a year to date increase of \$20,974.05. There were no transactions in May in the CTF. Three Bearings' quarterly portfolio management fee of \$398.32 based on the CTF's balance at 5/31/21 will be paid and reflected on the June 30, 2021 CTF statement.

Minutes of May 19, 2021 meeting were reviewed; a motion was made by Karen and seconded by Jan to accept the minutes as written; all voted in favor of the motion.

Franconia Scholarship 2021: Jill Brewer presented the Franconia Scholarship Fund awards at Profile High School's Awards Ceremony on June 10, 2021. Tuition bills from the scholarship recipients will be needed in order for the trustees to remit payment of the award amount. The trustees plan to invite the scholarship advisory board to our October 2021 meeting to review the Franconia Scholarship Policy and Procedures written several years ago that may need to be updated.

There was a discussion about the Axiomatic filing that Linda at Three Bearings has reminded us that needs to be completed; we are hesitant to file until we have a better explanation about the differences that were mentioned at the recent Trustee training we attended virtually. It was acknowledged that there is a known change that the State of NH and the staff at Axiomatic are working on for 12/31/2020. In a May 28, 2021 email from Linda Wakefield at Three Bearings, she encouraged us to file Franconia's MS-9 and MS-10 through the Axiomatic portal; she stated that other municipalities have had similar issues to those experienced by Franconia yet they have submitted their reports and had the reports accepted by the NH Charitable Trust Unit (CTU). The CTU has a draft version of changes to the portal that should be implemented in 2021. Three Bearings is prepared to make the necessary adjustments to correct reports for the next filing season should it be necessary. Three Bearings staff completed an analysis of how Axiomatic takes the data from Three Bearings spreadsheets and how its math is applied that uncovered discrepancies with the selling and buying of multiple investments. Both Axiomatic and the CTU are aware of the report issues but there is not a timely fix for them during the current filing period so the reports are being accepted "as is".

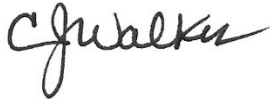
Karen confirmed that we did receive a signed copy of our Investment Policy for 2021 from Three Bearings; she will provide a copy to the Board of Selectmen (BOS) for its review. It is supposed to have its own investment policy for the town's funds.

Lafayette Regional School has not requested funds from the Lucy Pfoosi Memorial Fund for the past 2 years. Carol will ask about this when she contacts the school to learn who has taken Toni Butterfield's position at LRS.

The trustees had a general discussion regarding the June 10, 2021 NH Municipal Trustee Training attended virtually by Karen, Jan & Carol using "Whova". We have a follow-up question for Jamie Dow regarding if funds from unassigned fund balance must be moved into capital reserve funds within 10 days after the Town meeting, then what is the deadline when it comes to funds from taxation? Taxpayer money and charitable donations should be separated. Lafayette Lions donated \$2,000 to Dow Field; is the Lion's money "private" and therefore does it need to be separated? Other topics discussed were about Library maintenance funds and Welfare awards.

We were reminded to attend the public hearing on June 28<sup>th</sup> regarding the proposed Welcome Center, funding available from the American Rescue Plan and other topics. There being no further business, the meeting was adjourned at 5:00 pm. The next trustee meeting is scheduled for July 16, 2021 at the Town Hall beginning at 4 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "C Walker".

Carol J. Walker