



AGENDA

Trustee of Trust Funds

Quarterly Trustee Meeting

Wednesday, January 13, 2016

Police Department Community Room

14 Village Green, Pelham, NH

4:00 P.M. CALL TO ORDER

PLEDGE OF ALLEGIANCE

MINUTES REVIEW: December 15, 2015

PURPOSE: Trustee Monthly Review

❖ **Old Business:**

- ❖ Citizens Response to Issues Raised at 15 December Meeting
- ❖ Closing of Safety Deposit Box @ Citizens Windham Branch
- ❖ Status of Citizens Investment Web Site Access
- ❖ Citizens Provision of 2016 Investment Plan
- ❖ Trustee Secretary Appointment and Responsibilities in 2016
- ❖ Discussion on Citizens Portfolio Review Date and Format for 2016

❖ **New Business:**

- ❖ Summary of Account Activity for December 2015
- ❖ Review of 2015 Year End MS9 & MS-10
- ❖ Planning for Review and Submittal of MS Documents and Plans to DRA/DOJ
- ❖ Review and Update of Internal Operating Procedure
- ❖ Discussion on Approved Investment Firm Interviews
- ❖ Planning on Seminar Participation in 2016

❖ **Outstanding Action Items:**

- ❖ Meeting with SAU to discuss fund awareness and availability

The Town of Pelham makes every effort to accommodate those who have special requirements to access public meetings. Please call 635-8233 with your request.