

## **Trustees of Trust Funds, Town of Kensington Minutes of Meeting on May 7, 2020**

Present: Shawn Smith, Kenneth Leonard, Chris Mertinooke, Sarah Wiggin

Meeting opened at 5:00 pm

- Welcomed new Trustee Chris Mertinooke
- Approval of prior meeting minutes was handled via email prior to meeting
- Financial update – Shawn went through numbers from March
- Discussed extension of scholarship applications  
Decided to keep the deadline as-is. There were multiple applications submitted within the original timeframe and we felt it wouldn't be fair if any of those lost their chance due to accepting late applications.
- Confirmed location to deposit funds from Town Warrant Articles #2 and #3  
Check was sent to Three Bearings and will be set up under the Capital Reserve Fund
- Chris offered to help organize existing procedures, write out for better formalization
- Shawn nominated Ken to be Chair of the TTF, Chris seconded
- By next meeting, we would like to set goals for the year:  
Document procedures, improve scholarship visibility, discuss reducing amount in order to offer to more students, use cemetery fund to maintain the cemetery, etc
- No email messages or call-ins during the meeting to bring forth any other topics of discussion

Meeting adjourned at 6pm