



Warner Trustees of the Trust Funds

Meeting Minutes
Friday, October 2, 2020

DRAFT

1. Covid-19 Preamble

Kimberley Edelmann read the following into the record:

"Good morning. As host of this meeting of the Warner Trustees of the Trust Funds, due to the COVID-19 Coronavirus Crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-18, I'm acknowledging that an emergency currently exists in the State of New Hampshire and am therefore invoking the provisions of RSA 91-A:2, III (b). This Board is authorized to meet electronically, and these reasons shall be reflected in the minutes.

At this point, the Warner Town Hall remains closed for meetings. Therefore, there's no physical location to observe and listen to this meeting contemporaneously. In accordance with the Emergency Order, I can confirm that we have or are:

- A) Providing audio public access to the meeting via telephone.
- B) Providing video public access to the meeting via the Zoom platform.
- C) Provided proper public notice of the necessary information for accessing the meeting.
- D) Providing during this meeting a mechanism for members of the public to alert this public body that they wish to speak or be recognized during any public comment.
- E) Provided a telephone number for the public to call in order to alert this public body during the meeting should they experience problems with access.
- F) Adjourning the meeting if the public is unable to access the meeting.

At this time, I welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the behavior continue, that person will be removed from the meeting.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

Let's start the meeting by taking a roll call attendance. When each Trustee of the Trust Fund board states their presence, please also state whether there is anyone with you who is within audio or visual range of this meeting. This information is required under the Right-to-Know law, specifically RSA 91-A:2, III (c)."

2. Roll Call

The meeting was called to order at 11:08 am. Committee members in attendance via Zoom teleconference were Trustees Nancy Bassett, Kimberley Edelmann and David Hartman.

3. Trustee Alternate

David reported that he had not yet finished his edits.

4. MS-10 Finalized

Kimberley noted that the Fidelity entry on the MS-10 had been corrected.

5. Runel's Fund

Audrey from the DOJ emailed: "I am working at home, but in reviewing my computer record I don't see anything on the Runels Fund."

Nancy said she would try digging around in the Town Hall.

6. Town Hall Trustee Work Space

Kimberley said she would speak with the Town Administrator about work space next to the filing cabinets for the Trustees. Nancy said a small table would be great. Kimberley and Nancy had both been using Mary's unoccupied desk, but with a new admin coming on board, that might not work during office hours.

David asked if all of the office moves had been completed in the Town Hall. Kimberley said she believed that that was the case and described who was where.

David asked if the downstairs meeting room was still intact. Kimberley said it was, as far as she knew.

Nancy asked about the door at the top of the west staircase. Kimberley noted that that was where old files were located.

Nancy asked about space under the stage. Kimberley noted that there was a small toilet, a dressing room for actors, an IT room, and the furnace room. There was no available space there.

7. Fidelity Account

Kimberley paid \$28 for the required overnight FedX shipment of Fidelity account name change information. It was rejected as incomplete. She'll have to submit it again and the additional form they were requesting.

8. Trustees Alternate

David suggested one Warner resident who might be suitable as a Trustee. He added that if that person wasn't interested, they might know of someone who would be interested.

David asked if the Trustees of the Trust Funds should initiating the search for an alternate. Kimberley said the RSAs says the Trustees can get an alternate. David wanted clarification about the role of the Board of Selectmen in the process, especially since the Trustees were elected.

Kimberley noted that looking for an alternate was different from a full board member. Kimberley said she would research it further.

David noted, in retrospect, that Mary Whalen was in a perfect position to help with filing. He was sure she would have had the interest in doing it. A missed opportunity.

Kimberley noted that one goal was to find someone who would try the role, enjoy the role, and then run for Trustee of the Trust Funds in March.

David recalled that Covid-19 slowed things down. Nancy and David discussed trying to get back to file organization work. The attic was going to have be explored.

9. Town Hall

Nancy had trouble getting into the office. The key didn't work for her. David and Nancy agreed to meet at the Town Hall. Once there, they would process requests.

The Town Administrator would have a key to the attic.

While there, they would process requests for funds.

10. Next Meeting

David brought up the subject of meeting cadence.

Nancy suggested keeping the next meeting as scheduled, for Friday October 9 at 11 am, then monthly. The same Zoom call details will be used.

11. Adjournment

David made a motion to adjourn. Nancy seconded. Roll call; all in favor. The meeting adjourned at 11:35 am.

Respectfully submitted,

Kimberley Brown Edlmann

Recording Secretary