



# **TOWN OF KITTERY**

200 Rogers Road, Kittery, ME 03904

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## **Board of Trustees of Trust Funds Meeting Agenda**

**February 15, 2024**

**4:00 PM**

**Town Hall Conference Room A**

1. Call to Order
2. Roll Call
3. Acceptance of Previous Minutes
  - a. October 26, 2023
4. Old Business
5. New Business
  - a. Treasurers Report – Regular Banking Statements
6. Other Reports
7. Next Meeting
  - a. May 21, 2024
8. Adjournment

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### **Meeting Materials:**

- Treasurers Report



**QUARTERLY MEETING  
TRUSTEES OF TRUST FUNDS**

Minutes

October 26, 2023

Conference Room B – 4PM – Kittery Town Hall

1. Call to order
2. Roll call
  - a. Present: Chair David Mann, Judy Spiller, Diane Harvey, Jeff Thomson, Joyce Tobey. Absent: Brad Hirst
3. Acceptance of Minutes - **None**
4. OLD BUSINESS - **None**
5. NEW BUSINESS
  - a. Treasurer's report – Regular Banking Statements
    - a. Motion to approve Treasurer's report by Jeff Thomson, seconded by Judy Spiller. All in favor.
  - b. Yearly donation distribution.
    - a. Town Clerk Jillian Richards gave an overview of last years contributions. Motion to keep the contributions the same for the 2023 year made by Jeff Thomson, seconded by Judy Spiller. All were in favor.
  - c. Diane Harvey made a suggestion to change the scheduling of the meetings to off set the Town Clerk's work load prior to the Elections. The 2024 schedule would be February 15th, May 16<sup>th</sup>, August 15<sup>th</sup> and November 21<sup>st</sup>.
    - a. Motion to approve the suggestion by Jeff Thomson, seconded by Diane Harvey. All were favor.
6. OTHER REPORTS - **None**

7. ADJOURNMENT

- a. Motion to adjourn at 4:13pm made by Jeff Thomson, seconded by David Mann.

**CASH RECEIPTS AND DISBURSEMENTS – DISCRETIONARY ACCOUNT  
10/1/2023 – 1/31/2024**

**RECEIPTS**

BEGINNING BALANCE: 10/01/2023	\$5,014.95
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**DEPOSITS**

01/05/2024	\$35,000.00
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**DISBURSEMENTS**

Withdrawals:

Check #1047 – Gas Assistance	\$40.00
Check #1048 – Rental Assistance	\$185.00
Check #1049 – Em. Housing Assistance	\$70.00
Check #1050 – Mainspring	\$35,000.00
Check #1052 – Em. Housing Assistance	\$172.00

\*Check #1051 Voided\*

ENDING BALANCE: 1/31/2024	\$4,726.95
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**CASH RECEIPTS AND DISBURSEMENTS – MAIN ACCOUNT  
10/01/2023 – 01/31/2024**

**RECEIPTS**

BEGINNING BALANCE: 10/01/2023	\$34,967.32
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**DEPOSITS**

TOTAL DEPOSITS

12/26/2023

\$8,000.00

### DISBURSEMENTS

TOTAL DISBURSEMENTS:

Check #1216 – Fuel N More	\$1,500.00
Check #1217 – Footprints Food Pantry	\$2,500.00
Check #1218 – End 68 Hours of Hunger	\$1,750.00
Check #1219 – Holiday Baskets	\$1,500.00
Check #1220 – Womensaid	\$1,000.00
Check #1221 – Table of Plenty	\$1,750.00

BALANCE – 01/31/2024

\$32,967.32

### FINANCIAL SUMMARY AS OF 09/30/2023

Discretionary Account	\$4,726.95
Main Checking Account	\$32,967.32
Quarterly Account Summary (Key Bank)	\$491,709.83*
Quarterly Account Summary (TD Bank)	\$98,803.92*

**Current Balance**

\$628,208.02

**Prior Balance**

\$585,932.56

**Increase of Balance Since Last Summary**

+\$42,275.46

\*As of 12/31/2023