



**QUARTERLY MEETING  
TRUSTEES OF TRUST FUNDS**

Agenda

October 27, 2022

Conference Room A – 4PM – Kittery Town Hall

1. Call to order
2. Roll call
3. Acceptance of Minutes – July 21, 2022
4. OLD BUSINESS - **None**
5. NEW BUSINESS
  - a. Presentation from Foot Prints Food Pantry and Fair Tide
  - b. Treasurer's report – Regular Banking Statements
  - c. Fuel and More Funding discussion
  - d. Yearly donation distributions
6. OTHER REPORTS - **None**
7. ADJOURNMENT

**TRUSTEES OF TRUST FUNDS**  
July 21, 2022 Regular Meeting  
**DRAFT Minutes**

1. Call to Order - 1:00PM
2. Roll Call – Present, Chair David Mann, Joyce Tobey, Jeff Thomson, Judy Spiller, Brad Hirst and Diane Harvey.
3. Acceptance of Minutes: Approved April 28, 2022
4. Old Business: **None**
5. New Business: Treasurer's report – Regular Banking Statements
  - a. Treasurer's Report: Included in packets were the Statement of Accounts and Bank Statements as requested by the Trustees.
  - b. Trustees discussed funding for the Social Services Hub, which is still in the planning stages.
  - c. Also discussed was Mary Safford Wilde's directives, I suggested that at the next meeting I include her will in the packet.
  - d. All agreed to send funds in the amount of \$250.00 to the School Nutrition Program, to offset their costs.
  - e. Trustees were given in their packets a report from Patrick Grace who gave an overview of how the accounts were handling the downturn in the economy. Patrick stated to stay the course as things can daily when it comes to investments. Over all the Trust is in good shape, considering.
  - d. Trustees wanted to hold back donations to Fuel n More as they are in a good financial position. Will discuss again at the October 13, 2022 meeting.
  - e. Adjournment 1:55PM

**TRUSTEES OF TRUST FUNDS  
CASH RECEIPTS AND DISBURSEMENTS – DISCRETIONARY ACCOUNT  
07/01/2022 – 09/31/2022**

**RECEIPTS**

BEGINNING BALANCE:	\$3,836.11
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**DISBURSEMENTS**

TOTAL DISBURSEMENTS:

7/18/2022 – Ck #1034 (seeking details from bank)	\$750.00
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BALANCE: 9/30/2022	\$3,086.11
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**TRUSTEES OF TRUST FUNDS**  
**CASH RECEIPTS AND DISBURSEMENTS – MAIN ACCOUNT**  
**07/01/2022 – 09/30/2022**

**RECEIPTS**

BEGINNING BALANCE:	\$5,467.32
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**DEPOSITS**

TOTAL DEPOSITS – 9/23/2022	\$8,000.00
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**DISBURSEMENTS**

TOTAL DISBURSEMENTS –	\$0
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BALANCE	\$13,467.32
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**TRUSTEES OF TRUST FUNDS  
FINANCIAL SUMMARY  
AS OF 09/30/2022**

Discretionary account	\$3,086.11
Main checking account	\$13,467.32
Quarterly account summary (Key Bank)	\$468,272.81*
Quarterly account summary (TD Bank)	\$100,891.12*

<b>Current Balance</b>	\$585,717.36
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<b>Prior Balance</b>	\$613,369.64
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<b>Decrease of Balance Since last Summary</b>	\$27,652.28
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**\*Balance on 7/01/2022 was \$503,203.09 we had a decrease of \$34,930.28**

**\*Balance on 04/01/2022 was \$107,818.63 we had a decrease of \$6,927.51**



KeyBank  
P.O. Box 93885  
Cleveland, OH 44101-5885

**Business Banking Statement**  
**August 31, 2022**  
page 1 of 2



1030893

10880 1 AB 0.491 AUTO 516186.3 T 172 00000 R EM T1



MARY SAFFORD WILDES TRUST  
TOWN OF KITTERY, TRUSTEE  
200 ROGERS RD  
KITTERY ME 03904-1460

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**KeyBank Basic Business Checking 1030893**

MARY SAFFORD WILDES TRUST  
TOWN OF KITTERY, TRUSTEE

Beginning balance 7-31-22	\$3,086.11
Ending balance 8-31-22	\$3,086.11

**Fees and  
charges**

Date		Quantity	Unit Charge	
8-31-22	Paper Statement Fee	1	3.00	-\$3.00
8-31-22	Refund Paper Statement Fee	1	3.00	+\$3.00
Fees and charges this period				\$0.00



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**Business Banking Statement**  
**July 31, 2022**  
page 1 of 2

1030893

1 T 172 00000 R EM T1  
MARY SAFFORD WILDES TRUST  
TOWN OF KITTEERY, TRUSTEE  
200 ROGERS RD  
KITTEERY ME 03904-1460

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KeyBank Basic Business Checking 1030893  
MARY SAFFORD WILDES TRUST  
TOWN OF KITTEERY, TRUSTEE

Beginning balance 6-30-22	\$3,836.11
1 Subtraction	-750.00
<b>Ending balance 7-31-22</b>	<b>\$3,086.11</b>

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**Subtractions**

Paper Checks \* check missing from sequence

Check	Date	Amount
1034	7-18	\$750.00

**Paper Checks Paid \$750.00**

**Fees and charges**

Date		Quantity	Unit Charge	
7-29-22	Paper Statement Fee	1	3.00	-\$3.00
7-29-22	Refund Paper Statement Fee	1	3.00	+\$3.00
<b>Fees and charges this period</b>				<b>\$0.00</b>



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**Business Banking Statement**  
**July 31, 2022**  
page 1 of 2



1030893

6381 1 AB 0.491 AUTO 469624.4 1 T 172 00000 R EM T1



MARY SAFFORD WILDES TRUST  
TOWN OF KITTELY, TRUSTEE  
200 ROGERS RD  
KITTELY ME 03904-1460

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**KeyBank Basic Business Checking 1030893**

MARY SAFFORD WILDES TRUST  
TOWN OF KITTELY, TRUSTEE

Beginning balance 6-30-22	\$3,836.11
1 Subtraction	-750.00
<b>Ending balance 7-31-22</b>	<b>\$3,086.11</b>

**Subtractions**

*Paper Checks* \* check missing from sequence

Check	Date	Amount
1034	7-18	\$750.00

**Paper Checks Paid** **\$750.00**

**Fees and charges**

Date		Quantity	Unit Charge	
7-29-22	Paper Statement Fee	1	3.00	-\$3.00
7-29-22	Refund Paper Statement Fee	1	3.00	+\$3.00
<b>Fees and charges this period</b>				<b>\$0.00</b>





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09 T0172 0000 R 43 T1  
MARY SAFFORD WILDES FUND TRUST  
TOWN CLERK OF KITTELY, TRUSTEE  
200 ROGERS RD  
KITTELY ME 03904-1460

## Key Express Checking®

Account number ending: 8458

September 6, 2022 to October 5, 2022

### Account Summary

Beginning Balance on September 6, 2022	\$5,467.32
Deposits (Money In)	
Deposits	\$8,000.00
Fees and Charges Refunded	\$3.00
Withdrawals (Money Out)	
Withdrawals	\$0.00
Fees and Charges	-\$3.00
Ending Balance on October 5, 2022	\$13,467.32

Make sure you read the **Account Updates** section on page 2 of this statement to find out important information about your account.



#### Customer Service:

1-800-KEY2YOU® (1-800-539-2968)

For clients using a TDD/TTY device,  
please call 1-800-539-8336



#### Your Branch:

12 SHAPLEIGH RD  
KITTELY ME 039041462  
207-439-2011



Sign On or Enroll in  
Online and Mobile  
Banking:

key.com



## Deposits

Date	Description	Amount
09/23	TRANSFER FROM KEY TRUST #00000000362940	\$8,000.00
Total Deposits		\$8,000.00

## Fees and Charges

Date	Service	Charge	Refund	Number of Charges/Refunds	Total for this period
10/05	PAPER STATEMENT FEE	\$3.00		1	\$3.00
10/05	REFUND PAPER STATEMENT FEE		\$3.00	1	\$3.00
Total All Fees and Charges for This Statement Period					\$0.00

Here are some things you can do to avoid future Fees and Charges:

- **Paper Statement Fee:** Make sure you sign up for Online Statements instead of monthly paper statements.

## Account Updates

Read this section to discover any changes that may affect your account now, or in the future.

Questions? Call the number on this statement, visit your local branch or contact your banker.

## INFORMATION ABOUT YOUR CHECKING ACCOUNT

### Consumer Account Disclosures

The following disclosures apply only to accounts covered by the Federal Truth-in-Lending Act or the Federal Electronic Funds Transfer Act, as amended, or similar state laws.

### IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

If you think your statement or receipt is wrong or need more information about a transfer listed, please call the phone number on the first page of this statement, or write us at **KeyBank Customer Disputes, NY-31-55-0228, 555 Patroon Creek Blvd., Albany, NY 12206** as soon as you can. When you contact us, make sure you:

- Give us your name and account number
- Describe the error or transfer in question, and explain why you believe it is an error or why you need more information
- Tell us the dollar amount

We must hear from you no later than 60 days after we sent the first statement where the problem or error appeared. We will investigate your complaint and correct any error promptly. If we take more than 10 business days, we will credit your Account for the amount you think is in error, so you will have use of the money during the time it takes us to complete our investigation.

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KeyBank  
P.O. Box 93885  
Cleveland, OH 44101-5885



523641.2-1

09 T0172 0000 R 43 T1  
MARY SAFFORD WILDES FUND TRUST  
TOWN CLERK OF KITTEY, TRUSTEE  
200 ROGERS RD  
KITTEY ME 03904-1460

## Key Express Checking®

Account number ending: 8458

August 3, 2022 to September 6, 2022

### Account Summary

Beginning Balance on August 3, 2022	\$5,467.32
Deposits (Money In)	
Deposits	\$0.00
Fees and Charges Refunded	\$3.00
Withdrawals (Money Out)	
Withdrawals	\$0.00
Fees and Charges	-\$3.00
Ending Balance on September 6, 2022	\$5,467.32

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207-439-2011



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Banking:

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## Fees and Charges

Date	Service	Charge	Refund	Number of Charges/Refunds	Total for this period
09/06	PAPER STATEMENT FEE	\$3.00		1	\$3.00
09/06	REFUND PAPER STATEMENT FEE		\$3.00	1	\$3.00
Total All Fees and Charges for This Statement Period					\$0.00

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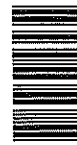
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KPB-ALBANY TCS  
NY-31-66-0501  
66 SOUTH PEARL STREET  
ALBANY NY 12207

## CUSTOMER ADVICE



TOWN OF KITTERY  
ATTN KAREN ESTEE TOWN CLERK  
200 ROGERS RD  
KITTERY ME 03904-1458

0362940.2

KITTERY TOWN OF M/AG

09-23-22

EXPENSE FROM INCOME THEN PRINCIPAL

\$7,425.53-

Deposit to checking account 01808458 quarterly remittance.



KPB-ALBANY TCS  
NY-31-66-0501  
66 SOUTH PEARL STREET  
ALBANY NY 12207

## CUSTOMER ADVICE



TOWN OF KITTELY  
ATTN KAREN ESTEE TOWN CLERK  
200 ROGERS RD  
KITTELY ME 03904-1458

0362940.1	KITTELY TOWN OF M/AG	
09-23-22	EXPENSE FROM INCOME THEN PRINCIPAL	\$574.47-

Deposit to checking account 01808458 quarterly remittance.



KeyBank  
P.O. Box 93885  
Cleveland, OH 44101-5885



475704.2-44

09 T0172 0000 R 43 T1  
MARY SAFFORD WILDES FUND TRUST  
TOWN CLERK OF KITTELY, TRUSTEE  
200 ROGERS RD  
KITTELY ME 03904-1460

## Key Express Checking®

Account number ending: 8458

July 6, 2022 to August 3, 2022

### Account Summary

Beginning Balance on July 6, 2022	\$17,967.32
Deposits (Money In)	
Deposits	\$0.00
Fees and Charges Refunded	\$3.00
Withdrawals (Money Out)	
Withdrawals	\$0.00
Checks	-\$12,500.00
Fees and Charges	-\$3.00
Ending Balance on August 3, 2022	\$5,467.32

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207-439-2011



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## Checks

Number	Date	Amount
1206	07/21	\$12,500.00

**Total Checks** **-\$12,500.00**

## Fees and Charges

Date	Service	Charge	Refund	Number of Charges/Refunds	Total for this period
08/03	PAPER STATEMENT FEE	\$3.00		1	\$3.00
08/03	REFUND PAPER STATEMENT FEE		\$3.00	1	\$3.00

**Total All Fees and Charges for This Statement Period** **\$0.00**

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October 21, 2022

To: Jeffrey Thompson

[jeffdthomson@gmail.com](mailto:jeffdthomson@gmail.com)

Dear Mr. Thompson,

Thank you for once again considering Womenaid of Greater Portsmouth for a grant from the Mary Safford Wiles Trust. The funds previously granted have been particularly helpful as outlined here:

11/1/21 through 10/21/22:

**Kittery** – 7 households (9 adults, 8 children) - **\$3,600**

**York County** – 3 households (4 adults, 6 children) – one each in Eliot, York, and Sanford. **\$1,064**

**Total York County support \$4,664**

Since 2005, Womenaid has provided short-term financial assistance to neighbors in need when they have nowhere else to turn. The board of directors is comprised of eight volunteers, with no office or paid staff. This model allows almost all funds to go directly to helping those in need. This simplified administrative process allows us to review each request on its own merit and to respond quickly. We strive to avoid duplicating assistance offered elsewhere, and to help those who might otherwise slip through the cracks when other sources of funding have been exhausted or do not exist. For 17 years, Womenaid has carefully tracked all requests.

The Womenaid of Greater Portsmouth catchment area is the Seacoast of New Hampshire and Maine (Portsmouth, Newington, New Castle, Rye, Greenland and Kittery). We occasionally do fulfill "out of area" requests at a lower dollar cap, and often in collaboration with other organizations. We assist neighbors in need with short-term financial assistance to pay for medical needs (such as dental work, eyeglasses, assistive medical equipment, etc.), auto repairs, childcare, housing expenses, and more.

We work closely with, and rely upon, the professional experts in the field who are our community "validators." Validators are town welfare agents, school nurses, clergy, social workers and social service agencies (such as Haven, Cross Roads House, Families First Seacoast, Rockingham Community Action, York Community Service Association, and Granite State Independent Living to name just a few). Validators are routinely faced with funding gaps, especially when they have utilized all their available resources. When urgent financial help is needed, a validator submits a request to Womenaid on behalf of the individual or family through our website. The request includes details of the situation, and verifiable rationale as to why Womenaid is the best (or only remaining) option for assistance.

When all board members have reviewed and approved a request, payment is made directly to the vendor or service provider (not to the individual). This ensures that money from our donors goes where it is intended, while honoring the dignity of the folks we assist by maintaining the confidentiality of their identities. The majority of our funding is raised through annual appeals to our community, occasional grants, individual donations and "pop up" events.



By helping our neighbors with immediate assistance when they need it most, when they have accessed all other resources, we can help individuals and families maintain stability and continue moving forward toward their goals. This has positive ripple effects by preventing further hardships. The parent who can send their child to a safe summer camp can go to work with one less worry. The man with new dentures can go to a job interview with enhanced confidence. The woman who has a road-worthy car can now get back and forth to work safely and not lose a job due to missed shifts. A short-term helping hand can keep people from requiring greater needs for assistance.

Thank you for considering funding this valuable effort.

**Helen C. Brewster, Treasurer**  
Womenaid of Greater Portsmouth  
P.O. Box 4154  
Portsmouth, NH 03802

c: Patty Cohen, President, Womenaid of Greater Portsmouth