

CTF Meeting Notes 8-20-19

Board members present: Don Whipple, Dale Perron, Amanda McCormick, Leo Piette, Rosalie Bowen, Jean Maxwell, Deb Tanguay
Guest: Peter Fairweather – Coventry Economic Development

Secretary's Report: Approved as written.

Motion made to elect Deb Tanguay to the CTF board . Board voted unanimously in favor.

Discussion with Peter Fairweather. Dale outlined CTF history and mission.

RFPs for auditing and legal services were mailed in July. No proposals were received for either auditing or legal services.

Scholarships: Checks written for \$1,000.00 for 3 new scholarship recipients and 15 renewal scholarships for Coventry students. One scholarship application needs to be verified. Amanda will mail the checks

Policy and Procedure committee report: Individual educational grant policy presented by committee and approved by board. Individual grant policy presented by committee and approved by board.

Treasurer's Report: Motion made to move the expenditures made in July to correct fiscal year ending June 30,2019 to reflect accrual basis of accounting. Motion passed. Eva Hayes will do CTF 990. CTF will request a financial review quote from Eva Hayes. Treasurer's report accepted as presented.

Bills paid: \$990.00 to Newport Farm and Garden for plant vouchers. These vouchers are part of seed program. \$50.00 to Rosalie Bowen for CTF bookkeeping.

Final Casella check for \$42,647.03 received. The entire check will be deposited in CTF checking account for anticipated budget requirements.

Rosalie presented Directors and Officers insurance and liability quotes. Next meeting board will make a decision concerning insurance.

Board approved checks for \$500.00 for graduation gifts for 5 Coventry students. Don Whipple abstained from vote. Amanda will mail the checks.

Due to no response for RFPs, the board approves contacting 2 local lawyers for hourly quotes.

Adjourn 8:07 Next meeting September 17, 2019