

The Hugh Cargill Trust Committee

Minutes of the public meeting held March 12, 2019

Chairperson Sally Clutter called the meeting to order at 9:16 AM in the Assessor's Office conference room at 24 Court Lane Concord, Massachusetts

Also present were: Robert Abraham, Tax Relief; Judy Terry, Treasurer; and Lucy Rosborough, Intake

The committee approved the February 12, 2019 public meeting minutes and executive meeting minutes without amendments.

Continuing Business:

Deena Whitfield Clerk is on vacation and Robert Abraham will act on her behalf for this meeting.

Treasurer Report:

The Treasurer reports for January, February and March 2019 were reviewed and accepted.

Concord Cares:

Sally stated that the Tricon application was submitted on March 1, 2019 and Jen Clarke is the new Tricon Mission liaison. Responses to Concord Cares solicitation letters was low 110 letters were sent out and only 4 gifts received. Ideas on how to improve responses will be revisited at a later meeting. Sally handed out a sample thank you letter for contributors which will be kept on file.

Silent Fund:

Sally met with Bonny Wilbur yesterday and agreed on a timeline similar to last year. Applications for camperships are due April 26, 2019. Bonny will supply a list of families who qualify. Last year 15 families received assistance for a total of \$6510. Due to vacations of committee members at the end of April it was agreed that Sally will review the list with Bonny to decide which families will receive assistance.

New Business:

None

2019 Vacation Schedules:

Upcoming vacation schedules were discussed in order to plan future meeting times and to coordinate assignments for these meetings.

General

It was agreed to review committee assignments at the April 2019 meeting. Assignments as of the February meeting:

Chairperson	Sally Clutter (Concord Cares and Silent Fund)
Treasurer	Judy Terry (assist with Intake)
Clerk	Deena Whitfield
Tax Relief	Robert Abraham (Acting Clerk)
Intake	Lucy Rosborough

At 10:10 AM on a motion made and seconded, the committee voted to adjourn from open session to discuss, in closed session, individual requests for funding.

Respectfully submitted,

Robert Abraham
Acting Clerk