

**Town of Jaffrey
Trustees of Trust Funds
10 Goodnow Street
Jaffrey, NH 03452**

Minutes to the Meeting of January 16, 2014

Present: Gary P. Arceci, Trustee
Frank Mieso, Trustee
Robert Stephenson, Trustee

Location: Town Office (Jaffrey)

The meeting began with Mr. Mieso moving the minutes of the December 19th meeting be approved as written. Mr. Stephenson seconded the motion. The minutes were approved as written.

The Trustees then discussed recent errors found in the Town's Charter Trust reports for the period ending December 31, 2013. In reviewing the report, the Trustees noticed instances where trust account names were not properly aligned with account the proper account balance. Instances were also found where the values of funds did not appear to be correct. Mr. Mieso contacted Kathryn Woodfin, Senior Partner – Chief Accounting Officer about the errors. Ms. Woodfin subsequently provided the Trustees with a set of revised reports.

Given the recent errors, the Trustees agreed that the next step would be to request Ms. Woodfin attend the next quarterly investment meeting, currently scheduled for January 23. Mr. Mieso stated he would notify Charter Trust.

With there being no further business, Mr. Arceci moved seconded by Mr. Mieso to adjourn the meeting.

The next meeting is scheduled for 4:00pm on January 23, 2014 at the Peterborough office of Charter Trust.

Respectfully Submitted,

Gary P. Arceci,
Secretary