

In attendance: Betsy Houle, Sue Schmidt, Heidi Xenophontos

Guests: Cheryl Mayhew, Cathy Desroisier, Bob Burbank

- Meeting called to order at 7:05 by Heidi Xenophontos
- Sue made a motion to accept the minutes of Nov 2016 meeting, 2nd by Betsy and approved with one abstention (Heidi abstained, as she didn't attend the Nov 2016 meeting).
- There were no correspondences
- There are two Norton funds
 - Account L-100-00-3949-008
 - This appears to be the main account with a balance of \$13,860.01
 - Only interest has been deposited into this account of the past six months
 - Account L-100-00-3700-012
 - This appears to be a 2nd account with a balance of \$1,211.80
 - There appear to be some strange transactions
 - On 10/28/2016 debit of \$166.25 "MOVE BANK OF AMERICA" – perhaps this is an offset of two credits that were done (7/11/2016 for \$66.50 "COMPUTERSHARE DIV." and 9/30/2016 for \$99.75 "BANK OF AMERICA/COMP")
 - On 1/6/2017 credit for \$99.75 "BANK OF AMERICA DIV". What does this represent?
 - Need explanation for all other credits in order to confirm they are actual deposits.
- Heidi to go to the town hall on Monday to ask about the following:
 - Financial Records on all accounts for the past 5 years
 - Need to validate all credits and debits
 - Credits / debits for the past 6 months
- Heidi needs to talk with Farmington Bank about what CDs they currently offer to see if we should consider putting the money into a different account.
- Need to ask Betsy if thank you cards were sent for all deposits (credits on recent bank statement)
- Motion made by Heidi X and 2nd by Sue to hold the following funds in principal (not allowing them to be dispersed in the future. Discussed and approved by all
 - Brown fund \$25,000
 - Mooney \$11,000
 - Norton \$10,000
- Amount that could be dispersed = \$5,538.33
 - Mooney \$ 466.52
 - Norton – main \$3,860.01
 - Norton – 2nd \$1,211.80
- There were no dispersion of funds other than the scholarship
- Scholarship Discussion.
 - Heidi X abstained from voting due to personal relationships with some of the families who applied
 - Based on discussion, there were two applications which all committee members felt were the strongest candidates.
 - Sue made a motion to give two \$500 scholarships to Jenna Kelly and Liam O'Brien
 - Heidi 2nd the motion and the motion passed with everyone approving.
 - Betsy will reach out to RHAM and East Catholic to advise them of the scholarships. If East Catholic does not have a day when scholarships are given out, then we will mail the scholarship.

- Betsy submitted her letter of recognition to Bob Burbank
 - This included a recommendation to have Cheryl Mayhew replace her on the committee
- Betsy will reach out to Heidi Donnelly to determine if she is willing and able to continue to be part of the committee.
- Heidi X, Diane and Sue have committed to be part of the committee, and will go to the town hall by June 1st to be sworn in.
- Betsy has already drafted the annual report, and will update it with scholarship information and submit the report.
- The committee is scheduled to meet again on Monday August 21st at Heidi X's house to discuss doing the pom poms again, and ways to make the Norton Committee more known in the committee.
- Bob Burbank gave Betsy a letter and plaque recognizing Betsy's 36 years of service on the Norton Committee.
- State Rep. Robin Green was unable to attend but sent a Citation that was read by Sue recognizing Betsy's 36 years of service
- Meeting adjourned at 8:02.