

Summary of Meeting
with Terry Knowles
Assistant Director, Department of the Attorney General, Charitable Trusts Unit.

September 12, 2012
10:00 am
Concord, NH

Present: Trustees Anita Brown, Mark Pensgen, Hillary Sundell, Nancy Liston, Meriden Library Director Mary King

Meeting Objectives:

- Review analysis of encumbered funds from prior year.

A thorough analysis of funds went back to 1990 to trace public vs. private funds, when all monies were called “Encumbered.” The expenses were more than the appropriations from the Town for most years. Where these columns show the Town appropriation was not fully used are for the years 2006 and 2007 when the Meriden library director passed away, and the library was operated with volunteers for an extended period of time. The budget surpluses in 2006 and 2007 (due to unexpended wages) appear to have been held as “encumbered funds” and not spent the following year.

- Seek approval of funds balance and next steps for resolution.

Terry Knowles approved the method and the outcome of Mark’s findings. She suggested taking the findings to Town Meeting 2013, and that funds in the amount of \$6,423.62 either be voted to go to the Town’s general fund or to offset the libraries’ appropriation for 2013.

- As time permits, seek guidance on handling of future budgets combining 2 libraries into one and other issues related to expenditure of funds.

Terry Knowles suggested that at this point the libraries’ town appropriation should be in one account and possibly one account for private funds—using subaccounts in the administration of the monies and keeping an accurate accounting of each.

Mary asked for guidance with the Millicent Millar account. Terry advised that the Meriden Library Association (A Friends-like association) get a copy of the will and apply for a “501(3)c” very soon. Terry suggested that Mary have the MLA trustees get in touch with her.