

Pittsford Trustees of the Public Funds
May 9, 2019 at 4:00 P.M.
Pittsford Town Office Conference Room

Attendance: Trustees: Tom Hooker, Hank Pelkey and Brad Keith; Also present: Jeannè Collins, Brenda Fleming, John Haverstock and Helen McKinlay

Meeting called to order by John Haverstock at 4:00 P.M.

Administration:

- a. There was no need to add an Executive Session at this time
- b. John Haverstock requested item f. be added to new business for Trustee Leadership. A motion was made by Tom Hooker, second by Hank Pelkey. The vote was unanimous 3-0 by the Trustees of Public Funds.
- c. Tom Hooker made a motion to adopt the agenda. A second was made by Hank Pelkey. The motion passed with a unanimous vote of 3 – 0 by the Trustees of Public Funds.

Public Comment:

There was no public comment.

New Business:

- a. Tom Hooker suggested to avoid any conflicts he felt there should be a point person among the Trustees to be contacted in writing for requests from OVUUSD. All parties present were in agreement. Brad Keith will act as the point person and shared his contact information with all present.
- b. The Pittsford Fund was discussed. The Trustees, Jeannè Collins and Brenda Fleming felt the Pittsford Fund should be transferred to OVUUSD. OVUUSD will contact Brad Keith to arrange the transfer of funds.
- c. The Pinney Fund was discussed. The Trustees, Jeannè Collins and Brenda Fleming felt the Pinney Fund should be transferred to OVUUSD. OVUUSD will contact Brad Keith to arrange the transfer of funds.
- d. The Booth Fund was discussed. The Trustees feel the Booth Fund should remain with the Pittsford Trustees of Public Funds due to the request in the will. Brenda Fleming will share documents she has with the Trustees.
- e. The Kelly Fund was discussed. The Trustees stated the Kelly family had requested the fund be managed by the Trustees of Public Funds. Brenda Fleming to send what documentation she has and to check with Debbie Alexander for further information regarding the fund and how it has been awarded. All present want to ensure the awards are meaningful.

Brenda Fleming suggested the Trustees should review the wills and documentation associated with the Pittsford Fund, Pinney Fund, Booth Fund and Kelly Fund to be sure we are following the wishes of the donors of these funds. Doing so will ensure we are making the awards in a timely and meaningful way. Jeannè Collins and Brenda Fleming departed at 4:20 P.M.

- f. Tom Hooker nominated Brad Keith as Chairman of the Board of Trustees. Hank Pelkey seconded the motion. The motion passed 2–1. Brad Keith is the Chairman, Board of Trustees.

The Trustees following Brenda Fleming’s suggestion to review the wills and documents for each of the four funds: Pittsford Fund, Pinney Fund, Booth Fund and Kelly Fund began doing so immediately.

Tom Hooker made the following motion, upon further examination of all wills and documents the Trustees feel the Pittsford Fund, Pinney Fund, Booth Fund and Kelly Fund shall remain in the hands of the Pittsford Board of Trustees. The motion received a second from Hank Pelkey. The motion passed unanimously. 3–0

The motion to adjourn was made by Hank Pelkey. A second was received from Brad Keith. The motion passed unanimously. 3–0. The meeting adjourned at 5:35 P.M.

Respectively submitted,

Helen E. McKinlay

Helen McKinlay

Brad Keith 5-15-19

Bradley Keith, Chairman

Thomas Hooker

Thomas Hooker, Trustee

Hank Pelkey

Thomas “Hank” Pelkey, Trustee