

Weston Memorial Fund

Minutes of meeting February 28, 2018

Meeting duly posted with Town Clerk.

Present: Geoffrey Lenk and Peter Conathan with guest, William Jennings, Town Treasurer

- 1) Meeting called to order about 8:05 am at the office of Peter Conathan, 93 Route 6A, Sandwich.
- 2) We approved the minutes of 8/25/17.
- 3) We reviewed a draft Conflict of Interest Policy prepared by Geoff. We revised it and then adopted the Conflict of Interest Policy.
- 4) Mr. Jennings joined the meeting about 8:30.
 - a) He will seek a letter from Bud Dunham confirming the Town's request to cease use of its tax identification number, with supporting reasons.
 - b) We discussed some details of our reorganization separate from the Town;
 - i) We will switch to calendar year income tax reporting;
 - ii) The Town, probably the Treasurer, will review the Weston investment accounts annually; acknowledge receipt of income and copies of statements; and approve our investments and transactions for the prior year
 - iii) Mr. Jennings left about 9am.
- 5) 1023 Application for Recognition of Tax Exemption: We reviewed the draft; inserted requested financial data; and for the most part completed the Application. We voted to submit the Application after assembling the IRS-requested supplemental documents. There will be a "User Fee" payable to the IRS of \$850, which we approved.

We obtained a tax id number on December 7, 2017, and we will continue the process to obtain recognition of tax exemption.

Meeting adjourned about 9:30 am.

Respectfully submitted



Peter N. Conathan, Trustee

TOWN CLERK
TOWN OF SANDWICH

JUN 14 2018

6 39 M A Mef
RECEIVED & RECORDED

