



The Town of Barnstable

Trust Fund Advisory Committee

367 Main Street, Hyannis, MA 02601

www.town.barnstable.ma.us

Chair William Murdoch, Sean O'Brien, Jonathan Gilmore, Frances Parks,
Jayne Scanlon, Christopher Ward, Lillian Woo
Town Council Liaison President Felicia Penn

MEETING MINUTES

6/24/24

9:30 AM

Zoom Meeting: <https://townofbarnstable-us.zoom.us/j/86845697109?pwd=qG1lNyfb68LzTB1HkvKj5lf5WqtAax.1>

Roll Call:

Chair Murdoch called the meeting to order 10:05 am

TFAC Members Present: William Murdoch, Frances Parks, Jayne Scanlon, Lillian Woo
Sean O'Brien

Staff Present: Christopher Gonnella

Town Council Present: Council President Felicia Penn

Kirkman Distributions:

Mosswood Cemetery

Chair Murdoch opened the meeting to discuss the Kirkman Trust Fund distribution proposals. Bo started with the Mosswood Cemetery projects, which included the \$50,000 for organic lawn care and \$58,673.60 for the sweep star machine for brush clearing. He mentioned that organic lawn care has been a consistent request and that the sweep star machine provides cost savings for reductions in overtime associated with the upkeep of the cemetery. Member Fran Parks stated that she was in support of the sweep star machine because there are two staff members dedicated to the maintenance of the cemetery. Motion from Fran Parks to approve of the disbursement request for the organic lawn care and sweep star machine. Jayne Scanlon seconded the motion.

Vote:

Aye: All in favor

Nay: None

Libraries

The library proposals were reviewed by the Committee; most stayed similar to years past with ebooks, and other library materials for circulation. Chris Gonella discussed with the group the reporting that the library directors put together with the new template. Fran Parks questioned the proposal for the Wheldon Library putting in a request for parking lot paving. Chair Murdoch indicated that in the past this is something that TFAC has suggested that libraries work with DPW on. Discussion ensued on distribution amounts and that the Committee uses a 4% draw down on portfolios to sustain the fund for consistent distributions. Sean O'Brien brought up that a 4% distribution of the Kirkman Fund would be \$280,000 which would provide flexibility in a downturn since the proposed total distribution was \$220,000. Lillian Wu indicated that talks of overrides and revenue projections are not in place for FY26 so that there wouldn't be any foreseeable strain on the Town's ability to continue grant payments to each of the libraries. Lillian Wu made a motion to approve of the distributions to the libraries totaling \$110,000. Jayne Scanlon seconded the motion. Discussion was made to clarify that the distribution did not include the Wheldon Library parking lot paving.

Vote:

Aye: All in favor

Nay: None

Old Business

Chair Murdoch brought up using balances in Cemetery Perpetual Care to assist with the columbarium project. Additionally, Fran Parks brought up discussing with Director Santos on using CPC funds to aid in the columbarium project.

Approval of the meeting minutes for 4/18/24. Discussion ensued involving minor correction to previous minute approvals. Motion to approve minutes as amended made by Lillian Wu and seconded by Jayne Scanlon.

Jayne Scanlon asked about the Meacham-Crawford scholarships. Sean O'Brien said that the scholarship fund would be available next year to give the fund balance a chance to grow. Chair Murdoch provided background information on the scholarships and how he has worked with the Town Manager on promoting scholarships on the Town Manager web page.

Adjournment:

10:35 Jayne Scanlon made a motion to adjourn, Frances Parks seconded.

Vote: All in favor

Nay: None