

Conway Public Library Trustees

Meeting of October 9, 2024

Treasurer's Report

1. Nella Braddy Henney Trust: Request by Bank of America for updated authorized representatives

Bank of America holds the Nella Braddy Henney Trust. A representative of Bank of America reached out to Jeff last month requesting updated authorized representatives. The individuals on record are no longer trustees. James and I are now authorized representatives. A copy of this information will be provided to Jeff for library records. The fund value is \$62.56. Attached is the account summary from year end 2023.

2. NH DoJ request for original source documentation of Bar Harbor trust funds

A request was made by a representative of the NH Department of Justice to provide documentation of the source of funds held by Bar Harbor. The fund was sourced from liquidation of multiple CD investments in February of 2015, per records in Quickbooks. The original investment totaled \$237,809.65. Board minutes on decision to invest predate Trustee meeting records on the CPL website. Identified documentation currently consists of a Quickbooks journal entry from March 2, 2015, and treasurer meeting minutes from January 2016 by the then treasurer reporting on the performance of the fund. The investment amount in their minutes matches the investment total in Quickbooks.

3. Quickbooks online credentials

Access to the Quickbooks account with username [redacted for security] is configured with two factor authentication. 2fa is set up with a text message to cell phone [redacted for security]. An additional form of authentication is available in the form of an Authenticator app. I recommend that another trustee be set up with it to ensure the account is accessible in the event that I am not. Two factor authentication prevents over 99% of automated of hacks.

4. TD Bank account totals as of 10/9/24

Donation account (Money Market): \$9,440.50

Income account: (Money Market) \$7,285.78

Checking account: \$15,999.37

Paypal: \$6,821.41

Respectfully submitted,

Andrea Libby, Treasurer