

Sandown Public Library – Investment Policy

Investment Policy General:

The purpose of this policy is to outline general guidelines for the accomplishment of Library objectives while ensuring compliance with state and federal laws for the investment of funds dedicated to Sandown Public Library. This policy is also designed to outline internal controls over the safeguarding of fund assets. The investment policy retains management control of the Fund's investment portfolio in the Trustees, subject to the guidelines Of this policy. The overall portfolio should be managed in accordance with the Prudent Investor Rule. The definition is based on RSA31:25-b.

"A prudent investment is one in which a prudent man would purchase for his own investment having primarily in view the preservation of the principal and the amount and regularity of the income to be derived there from."

In carrying out these duties, the Trustees may retain an Investment Advisor to assist in managing the assets of the fund. The Investment Advisor's role is to provide guidance to the Trustees on matters pertaining to the investment of fund assets including investment policy, monitoring fund performance, and compliance of the Investment Policy.

Objectives:

The primary objective of the Library's investment activities is, in priority order:

1. To conform with all applicable federal, state and other legal requirements (legal).
2. To adequately safeguard principal (safety).
3. To provide sufficient liquidity to meet unanticipated needs.
4. To obtain a reasonable rate of return (yield).

Diversification:

It is the policy of the Sandown Public Library to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

Trustee Responsibilities:

- Retain a qualified Investment Advisor to assist in the development and implementation of the investment policy.
- Establish the investment policy for the funds.
- Meet a minimum of twice per year to review investment performance and other issues that may arise.

Investment Advisor Responsibility:

- Assist the Trustees of the Sandown Public Library in establishing the investment policy and guidelines contained in this policy.
- Meet with the Trustees on a semi-annual basis to review investment performance and certify compliance with the investment policy.

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Reference: RSAs

Section 202-A:4-c

202-A:4-c Trustees' Authority to Accept and Expend Gifts. —

I. Notwithstanding any other provision of law to the contrary, any town at an annual meeting may adopt an article authorizing indefinitely until specific rescission of such authority, the public library trustees to apply for, accept and expend, without further action by the town meeting, unanticipated money from the state, federal or other governmental unit or a private source which becomes available during the fiscal year. The following shall apply:

(a) Such warrant article to be voted on shall read: "Shall the town accept the provisions of RSA 202-A:4-c

providing that any town at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the public library trustees to apply for, accept and expend, without further action by the town meeting, unanticipated money from a state, federal or other governmental unit or a private source which becomes available during the fiscal year?"

(b) If a majority of voters voting on the question vote in the affirmative, the proposed warrant article shall be in effect in accordance with the terms of the article until such time as the town meeting votes to rescind its vote.

II. Such money shall be used only for legal purposes for which a town may appropriate money.

III. (a) For unanticipated moneys in the amount of \$5,000 or more, the public library trustees shall hold a prior public hearing on the action to be taken. Notice of the time, place, and subject of such hearing shall be published in a newspaper of general circulation in the relevant municipality at least 7 days before the hearing is held.

(b) The public library trustees may establish the amount of unanticipated funds required for notice under this subparagraph, provided such amount is less than \$5,000. For unanticipated moneys in an amount less than \$5,000, the public library trustees shall post notice of the moneys in the agenda, if any, and shall include notice in the minutes of the public library trustees meeting in which such moneys are discussed. The acceptance of unanticipated moneys under this subparagraph shall be made in public session of any regular public library trustees meeting.

IV. Action to be taken under this section shall:

(a) Not require the expenditure of other town funds except those funds lawfully appropriated for the same purpose; and

(b) Be exempt from all provisions of RSA 32, relative to limitations and expenditures of town moneys.

Source. 1991, 31:1. 1993, 176:16. 2005, 188:3, eff. Aug. 29, 2005.

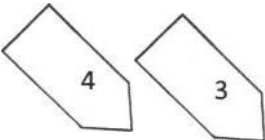
TITLE III

TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES

CHAPTER 31

POWERS AND DUTIES OF TOWNS

Trust Funds



Sandown Public Library – Investment Policy

Section 31:25-b

31:25-b Prudent Investment Defined. — For purposes of RSA 31:25-a, a prudent investment is one which a prudent man would purchase for his own investment having primarily in view the preservation of the principal and the amount and regularity of the income to be derived therefrom.

source. 1983, 118:1, eff. May 25, 1983.

Reviewed, Revised, Approved by the Trustees of the Sandown Public Library, 1/02/2023