

**SARASOTA FIREFIGHTERS' INSURANCE TRUST FUND
BOARD OF TRUSTEES MEETING AGENDA
740 Commerce Drive, Venice, FL
December 4, 2019**

A quarterly meeting of the Board of Trustees was called to order by Chairman Vets at the Union Hall - 740 Commerce Drive, Venice, Florida.

Trustees Present:

Chairman Phil Vets, Robert Flynn, Johnny Rigney, Matt Seiler, Matt Scarbrough, Merv Kennell (Consultant)

Trustees Absent:

Marty Ferris (Consultant)

Also Present:

Pedro Herrera, Attorney; Walt Menzel, CPA; Amber McNeill, Administrator; Brad Armstrong, Actuary

1. Call to Order

The meeting was called to order at 12 PM.

3. Public Comment

None

4. Approval of the Minutes

MOTION – Trustee Rigney made a motion to approve the October 30, 2019 minutes. The motion received a second from Trustee Scarborough and the motion passed unanimously.

5a. Actuarial Valuation – Brad Armstrong, GRS

Mr. Armstrong reviewed the 06-30-19 Actuarial Valuation. Active membership is up from 500 members the year before to 517. Mr. Armstrong explained the process of determining the benefit range. The upper end of the range has decreased slightly. In 06-30-18 the range was \$676-\$816; the 06-30-19 range is \$689-\$804. The current allocation is \$760. The Board discussed increasing the monthly benefit at length.

MOTION – Trustee Seiler made a motion to increase the monthly base allocation to \$763. The motion received a second from Trustee Rigney and the motion passed unanimously.

5b. Attorney Report – Pedro Herrera, Sugarman & Susskind

With Board direction, Mr. Herrera will be reviewing the forms and letter templates used by the

Administrator. There is currently no pending legislation that will impact the Trust Fund.

5c. Administrator Report – Amber McNeill, The Resource Centers

Ms. McNeill provided the 2020 meeting schedule for the Board’s review.

MOTION – Trustee Rigney made a motion to approve the 2020 meeting schedule. The motion received a second by Trustee Seiler and the motion passed unanimously.

6. Plan Financials

a. Ms. McNeill presented the warrants and invoices to the Board for review.

MOTION- Trustee Scarborough made the motion to approve the Warrant dated 11-07-19. The motion received a second from Trustee Flynn and the motion passed unanimously.

bi. Ms. McNeill presented the reimbursement reports for the Board’s review. The Board accepted the reimbursement reports as presented.

bii. Ms. McNeill presented the member changes to the Board for approval.

MOTION – Trustee Rigney made a motion to approve the member changes as presented. The motion received a second from Trustee Seiler and the motion passed unanimously.

7. NEW BUSINESS

Mr. Vets informed the Board that the Auditor had contacted him with security questions and was concerned as he had not been the Chairman during the entire timeframe. Mr. Herrera and Ms. McNeill assured Mr. Vets that this is a normal part of the audit and as the Chairman, the auditor requires his response. Mr. Vets will respond to the auditor and copy Ms. McNeill.

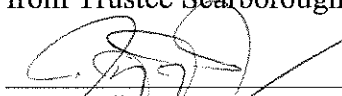
8. OTHER BUSINESS – None

9. BOARD MEMBER COMMENTS – None

10. NEXT MEETING – Wednesday, February 26, 2019 at 12 PM

11. ADJOURNMENT

MOTION- Trustee Flynn made the motion adjourn the meeting. The motion received a second from Trustee Scarborough and the motion passed unanimously.


Trustee Signature