



BIG SPRING FIREMEN'S RELIEF AND RETIREMENT FUND

MINUTES OF A REGULAR MEETING OF THE BIG SPRING FIREMEN'S RELIEF AND RETIREMENT FUND BOARD OF TRUSTEES

FEBRUARY 10, 2022

The Big Spring Firemen's Relief and Retirement Fund Board of Trustees held a regular called meeting on Thursday, February 10, 2022 at 9:00 a.m. at the Big Spring City Council located at 307 East 4th Street, Big Spring, Texas 79720, pursuant to notice.

CALL TO ORDER: Vice Chairman Brown called the meeting to order at 9:00 a.m.

ROLL CALL:

PRESENT: Vice Chairman Paul Brown, Todd Darden, Sandra Smith, Cecil Cevallos, Jake Sparks and Chad Pederson

ABSENT: Chairman Chanley Delk

ALSO PRESENT: A.J. Weber and Amanda Secor, Lauterbach & Amen, LLP (L&A); Will Harrell, RHI; Chief Craig Ferguson, Big Spring Fire Department

APPROVAL OF MEETING MINUTES: *January 13, 2022 Regular Meeting:* The Board reviewed the January 13, 2022 regular meeting minutes. A motion was made by Trustee Smith and seconded by Trustee Darden to approve the January 13, 2022 regular meeting minutes with an amendment to reflect Trustee Pederson as absent. Motion carried by roll call vote.

AYES: Vice Chairman Brown, Trustees Darden, Cevallos, Sparks, Pederson and Smith

NAYS: None

ABSENT: Chairman Delk

REVIEW/APPROVE – LAUTERBACH & AMEN, LLP MONTHLY FINANCIAL REPORTS: The Board reviewed the Monthly Financial Report for the medical subsidy fund for the twelve-month period ending December 31, 2021 prepared by L&A. As of December 31, 2021, the net position held in trust for pension benefits is \$775,702.40 for a change in position of \$91,055.06. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report and the Vendor Check Report for the period November 1, 2021 through November 30, 2021 for total disbursements of \$2,494.36.

The Board reviewed the Monthly Financial Report for the retirement fund for the twelve-month period ending December 31, 2021 prepared by L&A. As of December 31, 2021, the net position held in trust for pension benefits of the retirement fund is \$17,014,171.18 for a change in position of \$1,998,065.58. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report and the Vendor Check Report for the period December 1, 2021 through December 31, 2021 for total disbursements of \$1,997.66.

A motion was made by Trustee Pederson and seconded by Trustee Cevallos to accept the Monthly Financial Reports as presented and to approve the disbursements shown on the December 1, 2021 through December 31, 2021 Vendor Check Reports in the amounts of \$2,494.36 and \$1,997.66. Motion carried by roll call vote.

AYES: Vice Chairman Brown, Trustees Darden, Cevallos, Sparks, Pederson and Smith

NAYS: None

ABSENT: Chairman Delk

INVESTMENT REPORT – RHI: Mr. Harrell presented the Investment Performance and Asset Allocation Analysis for the medical subsidy fund for the period ending December 31, 2021. Mr. Harrell discussed the market environment, investment manager status report, summary of investment changes, total fund composite and performance by investment managers. As of December 31, 2021, the year-to-date total net return is 9.41% for an ending market value of \$775,702.39. The current asset allocation is as follows: Fixed Income at 32.43%, Equity at 65.27% and Cash at 2.3%.

Mr. Harrell presented the Investment Performance and Asset Allocation Analysis for the relief & retirement fund for the period ending December 31, 2021. Mr. Harrell discussed the market environment, investment manager status report, summary of investment changes, total fund composite and performance by investment managers. As of December 31, 2021, the year-to-date total net return is 12.52% for an ending market value of \$17,014,169.17. The current asset allocation is as follows: Fixed Income at 23.52%, Equity at 62.04%, Specialty Funds at 12.29% and Cash at 2.1%.

Potential Purchase and/or Sale of Securities, Rebalancing of Assets: There were no recommended purchases and/or sales of securities or rebalancing of assets required.

Review/Update Investment Policy: Mr. Harrell reviewed the investment policy in summary and advised the Board that no changes are required at this time.

APPROVAL OF MONTHLY EXPENSES, TRUSTEE TRAINING EXPENSES AND OTHER EXPENSES:

Travel Expense Reimbursement for Attendance at PRB Meeting – Paul Brown: The Board reviewed Trustee Brown's reimbursement request in the amount of \$354.74 for expenses incurred while attending the January 28, 2022 PRB meeting. A motion was made by Trustee Pederson and seconded by Trustee Darden to approve the reimbursement request as presented. Motion carried by roll call vote.

AYES: Vice Chairman Brown, Trustees Darden, Cevallos, Sparks, Pederson and Smith
NAYS: None
ABSENT: Chairman Delk

L&A Invoices for Monthly Services: The Board reviewed the L&A invoices for the period April 1, 2021 through November 30, 2021 in the amount of \$1,900 each for professional services rendered. A motion was made by Trustee Darden and seconded by Trustee Cevallos to approve the L&A invoices for monthly services in the total amount of \$15,200. Motion carried by roll call vote.

AYES: Vice Chairman Brown, Trustees Darden, Cevallos, Sparks, Pederson and Smith
NAYS: None
ABSENT: Chairman Delk

RHI Investments Quarterly Retainer Invoices: The Board reviewed the retainer for the First Quarter for the Medical Subsidy Fund in the amount of \$969.62. A motion was made by Trustee Darden and seconded by Trustee Pederson to approve payment of the invoice as presented. Motion carried by roll call vote.

AYES: Vice Chairman Brown, Trustees Darden, Cevallos, Sparks, Pederson and Smith
NAYS: None
ABSENT: Chairman Delk

The Board reviewed the retainer for the First Quarter for the Relief and Retirement Fund in the amount of \$8,507.08. A motion was made by Trustee Cevallos and seconded by Trustee Pederson to approve payment of the invoice as presented. Motion carried by roll call vote.

AYES: Vice Chairman Brown, Trustees Darden, Cevallos, Sparks, Pederson and Smith
NAYS: None
ABSENT: Chairman Delk

Trustee Brown recommended the Board conduct a meeting with RHI and Dean Actuaries as discussed at previous meetings.

OLD BUSINESS: There was no old business to discuss.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: There were no applications for membership or withdrawals from the Fund.

APPROVE MEDICAL SUBSIDY BENEFITS – STEVEN HEDGES AND JAMES SMITH: The Board reviewed Steven Hedges and James Smith's 2021 applications for medical subsidy benefits in the amounts of \$5,445 and \$4,907.86. A motion was made by Trustee Smith and seconded by Trustee Darden to approve the reimbursement for

medical subsidy benefit for Steven Hedges in the amount of \$5,445 and James Smith in the amount of \$4,907.86. Motion carried by roll call vote.

AYES: Vice Chairman Brown, Trustees Darden, Cevallos, Sparks, Pederson and Smith
NAYS: None
ABSENT: Chairman Delk

APPROVE REGULAR RETIREMENT BENEFITS – CRAIG FERGUSON: The Board reviewed the application for retirement benefits and estimate of retirement benefits for Craig Ferguson prepared by L&A. L&A will prepare an updated calculation upon confirmation of the number of pay periods to be included in the final calculation. A motion was made by Trustee Cevallos and seconded by Trustee Sparks to table the approval of Craig Ferguson's regular retirement benefit until the next regular meeting. Motion carried by roll call vote.

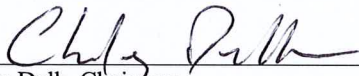
AYES: Vice Chairman Brown, Trustees Darden, Cevallos, Sparks, Pederson and Smith
NAYS: None
ABSENT: Chairman Delk

NEW BUSINESS: Vice Chairman Brown reviewed the preceding at the PRB meeting held January 28, 2022 and apprised the Board that the next regular meeting is scheduled for February 24, 2022. Vice Chairman Brown also informed the Board that Westwood contacted him regarding presenting at an upcoming meeting. A status update will be provided as more information becomes available.

ADJOURNMENT: A motion was made by Trustee Sparks and seconded by Trustee Pederson to adjourn the meeting at 10:33 a.m. Motion carried by roll call vote.

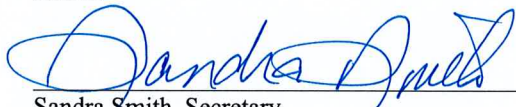
AYES: Vice Chairman Brown, Trustees Darden, Cevallos, Sparks, Pederson and Smith
NAYS: None
ABSENT: Chairman Delk

The next regular meeting is scheduled for March 10, 2022 at 9:00 a.m.



Chanley Delk, Chairman

Attest:



Sandra Smith, Secretary

Minutes approved by the Board of Trustees on 3/10/2022

Minutes prepared by Amanda Secor, Plan Administrator, Lauterbach & Amen, LLP