



# 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 MARCH 9, 2023

The Big Spring Firemen's Relief and Retirement Fund Board of Trustees held a regular meeting on Thursday, March 9, 2023 at 8:30 a.m. at the Big Spring City Council located at 307 East 4<sup>th</sup> Street, Big Spring, Texas 79720, pursuant to notice.

**CALL TO ORDER:** Chairman Delk called the meeting to order at 8:44 a.m.

### ROLL CALL:

**PRESENT:** Chairman Chanley Delk, Vice Chairman Paul Brown (*via videoconference*), Trustees Cecil Cevallos, Todd Darden, Chad Pederson, Sandra Smith and Jake Sparks

**ABSENT:** None

**ALSO PRESENT:** A.J. Weber and Sam Meyer, Lauterbach & Amen, LLP (L&A)

**APPROVAL OF MEETING MINUTES:** *February 7, 2023 Regular Meeting:* The Board reviewed the February 7, 2023 regular meeting minutes. A motion was made by Trustee Sparks and seconded by Trustee Pederson to approve the February 7, 2023 regular meeting minutes as written. Motion carried by roll call vote.

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

**NAYS:** None

**ABSENT:** None

**REVIEW/APPROVE – LAUTERBACH & AMEN, LLP MONTHLY FINANCIAL REPORTS:** The Board reviewed the Monthly Financial Report for the medical subsidy fund for the one-month period ending January 31, 2023 prepared by L&A. As of January 31, 2023, the net position held in trust for pension benefits is \$717,242.26 for a change in position of (\$45,360.89). The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Payroll Journal and the Vendor Check Report for the period January 1, 2023 through January 31, 2023 for total disbursements of \$3,346.46. A motion was made by Trustee Sparks and seconded by Trustee Cevallos to accept the Monthly Financial Report as presented and to approve the disbursements shown on Vendor Check Report in the amounts of \$3,346.46. Motion carried by roll call vote.

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

**NAYS:** None

**ABSENT:** None

**APPROVAL OF MONTHLY EXPENSES, TRUSTEE TRAINING EXPENSES AND OTHER EXPENSES:** *L&A Invoices for Services:* The Board reviewed L&A invoice #74603 dated February 20, 2023 in the amount of \$2,015.00 for professional services rendered in the month of January.

*Trustee Training Registration Fees and Reimbursable Expenses:* The Board reviewed the following registration:

- TEXPERS invoice #9455 dated January 13, 2023 in the amount of \$100.00 for Trustee Sparks registration.

A motion was made by Trustee Sparks and seconded by Trustee Pederson to approve the L&A invoice and Trustee registration as presented. Motion carried by roll call vote.

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

**OLD BUSINESS:** *Status of 2022 Thirteenth Check to Retirees:* The Board discussed the status of the 2022 thirteenth check to retirees and noted Dean Actuaries has not provided correspondence regarding the potential payments. Updates will be provided as they become available.

*Approve Medical Subsidy Benefit Payments for Retirees:* The Board reviewed the application for retiree medical subsidy benefits for Steven Bedell, Carl Condray, Steven Hedges and Mark Heinis. The Board noted that Steven Bedell, Carl Condray and Mark Heinis have elected to retain the City's insurance.

The Board discussed Steven Hedges request for reimbursement. A motion was made by Trustee Cevallos and seconded by Trustee Pederson to approve a reimbursement in the amount of \$4,179.76. Motion carried by roll call vote.

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

**APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND:** *Contribution Refund – Gavin Wade:* The Board tabled this item until the next regular meeting.

**NEW BUSINESS:** *Approve Regular Retirement Benefits – Craig Ferguson:* The Board tabled this item until the next regular meeting.

**ADJOURNMENT:** A motion was made by Trustee Sparks and seconded by Trustee Cevallos to adjourn the meeting at 9:03 a.m. Motion carried by roll call vote.

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

The next regular meeting is scheduled for April 13, 2023 at 8:30 a.m.

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Chanley Delk, Chairman

Attest:

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Sandra Smith, Secretary

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Minutes approved by the Board of Trustees on \_\_\_\_\_

*Minutes prepared by Sam Meyer, Plan Administrator, Lauterbach & Amen, LLP*