



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 DECEMBER 12, 2024

The Big Spring Firemen's Relief and Retirement Fund Board of Trustees held a regular meeting on Thursday, December 12, 2024 at 8:30 a.m. in the Big Spring City Council located at 307 East 4th Street, Big Spring, Texas 79720, pursuant to notice.

CALL TO ORDER: Chairman Chanley Delk called the meeting to order at 8:33 a.m.

ROLL CALL:

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

ABSENT: Trustee Todd Darden

ALSO PRESENT: Elizabeth Adelman and A.J. Weber (*via videoconference*), Lauterbach & Amen, LLP (L&A); Will Harrell, Robert Harrell Incorporated

APPROVAL OF MEETING MINUTES: *November 14, 2024 Regular Meeting:* The Board reviewed the November 14, 2024 regular meeting minutes. A motion was made by Trustee Smith and seconded by Trustee Sparks to approve the November 14, 2024 regular meeting minutes as written. Motion carried by roll call vote.

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

NAYS: None

ABSENT: Trustee Darden

REVIEW/APPROVE – RHI INVESTMENT REPORT: Mr. Harrell presented the Investment Performance and Asset Allocation Analysis for the Relief & Retirement Fund for the period ending September 30, 2024. Mr. Harrell discussed the market environment, investment manager status report, summary of investment changes, total fund composite and performance by investment managers. As of September 30, 2024 the year-to-date total net return is 12.06% for an ending market value of \$17,000,439.48. The current asset allocation is as follows: Real Estate 4%, Fixed Income at 23%, Equity at 59%, Specialty Funds at 12% and Cash at 2%.

Potential Purchase and/or Sale of Securities, Rebalancing of Assets: The Board discussed replacing the Westwood Large Cap Value Fund and the Westwood All Cap Value Fund, with the Putnam Large Cap Value Fund. Additionally, the Board discussed replacing the Nuveen Real Estate Fund with the iShares REIT Index ETF.

Mr. Harrell noted that on November 18, 2024 a Capital Call from TerraCap for \$330,000 of the \$500,000 commitment was received.

Mr. Harrell reviewed the quarterly performance report for the Medical Subsidy Plan with the Board. The Board also discussed replacing the Westwood Large Cap Value Fund and the Westwood All Cap Value Fund, with the Putnam Large Cap Value Fund. Additionally, the Board discussed replacing the Nuveen Real Estate Fund with the iShares REIT Index ETF.

A motion was made by Trustee Brown to approve the investment reports as presented and the rebalancing of assets recommendations and seconded by Trustee Sparks. Motion carried by roll call vote.

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

REVIEW/APPROVE – LAUTERBACH & AMEN, LLP MONTHLY FINANCIAL REPORTS: The Board reviewed the Monthly Financial Report for the Medical Subsidy Fund for the ten-month period ending October 31, 2024 prepared by L&A. As of October 31, 2024, the net position held in trust for pension benefits of the Medical Subsidy Fund is \$867,919.96 for a change in position of \$83,485.95. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report and the Monthly Disbursement Report for the period October 1, 2024, through October 31, 2024 for total disbursements of \$2,862.77.

The Board also reviewed the Monthly Financial Report for the Retirement Fund for the ten-month period ending October 31, 2024, prepared by L&A. As of October 31, 2024, the net position held in trust for pension benefits of the Retirement Fund is \$17,021,970.45 for a change in position of \$822,558.17. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report and the Monthly Disbursement Report for the period October 1, 2024 through October 31, 2024 for total disbursements of \$2,737.87

A motion was made by Trustee Sparks and seconded by Trustee Cevallos to accept the Monthly Financial Reports as presented and to approve the disbursements shown on the October Monthly Disbursement Reports in the amounts of \$2,862.77 and \$2,737.87. Motion carried by roll call vote.

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

APPROVAL OF MONTHLY EXPENSES, TRUSTEE TRAINING EXPENSES AND OTHER EXPENSES: *Trustee Training Registration Fees and Reimbursable Expenses:* There were no trustee training registration fees or reimbursable expenses to approve.

L&A Invoice for Services: The Board reviewed L&A invoice #98689 in the amount of \$2,075.00 for professional services rendered for November 2024.

2025 TEXPERS Membership Invoice: The Board also reviewed TEXPERS invoice in the amount of \$88.11 for 2025 membership renewal dues.

The Board also reviewed the Jackson Walker LLP invoice #1921577 in the amount of \$210.00 for professional services.

A motion was made by Trustee Cevallos and seconded by Trustee Smith to approve L&A invoice in the amount of \$2,075, TEXPERS invoice in the amount of \$88.11 and Jackson Walker LLP invoice in the amount of \$210.00. Motion carried by roll call vote.

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

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: *Applications for Membership – Reuben Campos, Tristan Homsey, Josiah Thomason and Corey Zen:* The Board reviewed the applications for membership submitted by Reuben Campos, Tristan Homsey, Josiah Thomason and

Corey Zen. A motion was made by Trustee Smith and seconded by Trustee Pederson to approve the Applications for Membership as submitted. Motion carried by roll call vote.

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

Applications for Contribution Refund – James Malinowski, Gregory McAlister, Sean McAllister, Rene Mendez, Tyler Moss, Michael Ross and Aaron Ragle: The Board reviewed the contribution refund application for Gregory McAlister. A motion was made by Trustee Smith and seconded by Trustee Sparks to approve the partial refund of \$114,252.78 for Gregory McAlister to one of his eligible beneficiaries, Debbie McAlister. Motion carried by roll call vote.

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

The Board reviewed the contribution refund application for Aaron Ragle. A motion was made by Trustee Cevallos and seconded by Trustee Pederson to approve the contribution refund for Aaron Ragle in the amount of \$66,099.28. Motion carried by roll call vote.

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

The Board noted that they are awaiting two pay periods reflecting zero contributions before issuing payment for James Malinowski, Sean McAllister, Rene Mendez and Tyler Moss.

The Board noted that contact information for Michael Ross will need to be submitted to L&A as part of the contribution refund process. Further discussion will be held at the next regular meeting.

NEW BUSINESS: *Establish 2025 Board Meeting Dates:* The Board discussed establishing the 2025 Board meeting dates as January 9, 2025; February 13, 2025; March 13, 2025; April 10, 2025; May 8, 2025; June 12, 2025; July 10, 2025; August 14, 2025; September 11, 2025; October 9, 2025; November 13, 2025; and December 11, 2025 at 8:30 a.m. at Big Spring City Council located at 307 East 4th Street, Big Spring, Texas 79720. A motion was made by Trustee Sparks and seconded by Trustee Cevallos to establish the 2025 Board meeting dates as stated. Motion carried by roll call vote.

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

Affidavits of Continued Eligibility: The Board reviewed the draft Affidavit of Continued Eligibility. A motion was approved by Trustee Smith and seconded by Trustee Pederson to approve the Affidavit of Continued Eligibility and to have them mailed to all pensioners in January 2025. Motion carried by roll call vote.

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

OLD BUSINESS: *Status Update – Salem Transition:* Mr. Weber provided the Board with an update on the transition to Salem. Updates will be provided as they become available.

Chairman Delk noted that his term is expiring and asked that election nominations be on the agenda for the January 9, 2025 Board meeting.

Vice Chairman Brown expressed the importance of the Board reviewing the PRB reports for accuracy.

ADJOURNMENT: A motion was made by Trustee Smith and seconded by Trustee Cevallos to adjourn the meeting at 9:26 a.m. Motion carried by roll call vote.

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

NAYS: None

ABSENT: Trustee Darden

The next regular meeting is scheduled for January 9, 2025 at 8:30 a.m.

Chanley Delk, Chairman

Attest:

Sandra Smith, Secretary

Minutes approved by the Board of Trustees on _____

Minutes prepared by Elizabeth Adelman, Plan Administrator, Lauterbach & Amen, LLP