

Eden Prairie Firefighter Relief Association

Regular Board of Trustees Meeting
September 27, 2018

In attendance: Tom Wilson, Travis Jacobs, Travis Dahlke, Ron Case, George Esbensen, Doug Hayden. Mike Luger was also present.

The Eden Prairie Firefighter Relief Association (EPFRA) Board of Trustees meeting was called to order by Vice President Jacobs at 5:30 PM. The minutes from the July 26, 2018 meeting were reviewed and approved by unanimous voice vote after a motion for approval was made by Mr. Case and seconded by Mr. Hayden.

Officer's Reports

President: No report

Vice President: No report

Secretary: Reported on progress with Sidekick. See unfinished business.

Treasurer:

Account Balances

Special Account	\$93,061.33
General Account	\$ 8,895.59

Accounts Payable

Special Account

Pension Benefits	\$92,153.34.00 for September pension benefits
ADP	\$ 283.98 for payroll processing

Accounts Receivable

Special Account

Wells Fargo	\$92,100.00 for August pension benefits
-------------	---

General Account

City of Eden Prairie	\$ 308.95 for firefighter dues
City of Eden Prairie	\$ 299.77 for flowers

The Exempt Organization Tax Return has been filed completing the 2017 audit.

The Treasurer's report was approved by unanimous voice vote after a motion to accept the report was made by Mr. Esbensen and seconded by Mr. Hayden.

Unfinished Business

The membership of the EPFRA passed the proposed bylaw changes at a special meeting of the membership on September 6, 2018. The City Council approved the bylaw changes at their meeting on September 18, 2018. The lump sum pension payment will increase to \$12,400 per year of service and the return to service changes (including a modified vesting schedule for eligible firefighters) will be enacted. Chief Esbensen reported on some concerns relating to the return to service provisions which are Fire Department and not Relief Association issues. Mr. Wilson will update the bylaws and take the necessary steps to get the updated bylaws to the membership and the Office of the State Auditor (OSA).

The compilation of documents to be sent to Sidekick for scanning is still in process. Mr. Wilson reports he recently updated Sidekick as to our status. The change in Treasurer has delayed the process.

No update on the EPFRA website change that would allow for online donations.

New Business

There was discussion regarding the retention and destruction of old records and state guidelines. Mr. Wilson reported that if a relief association does not adopt a retention schedule for records they must permanently retain all records. As far as anyone knows this has not been done by the EPFRA in the past. A motion was made by Mr. Esbensen to adopt the General Records Retention Schedule for Volunteer Fire Relief Associations in its entirety. Mr. Case seconded the motion. The motion passed by unanimous voice vote. Mr. Wilson will file the necessary form with the Minnesota Historical Society (MHS) that the general records retention schedule has been adopted by the Board. Further information is available on the MHS website.

Mr. Wilson reported on the first meeting of the OSA's Volunteer Fire Relief Working Group held September 25, 2018. Two items have already been approved for presentation to the legislative pension committee in the upcoming 2019 session. The deferred interest provisions of state statute will be refer to the credit of interest rather than the payment of interest and the definition of political subdivisions will be updated to include relief associations to clarify that audits must be legal compliance audits. Other topics that were discussed include the provision in the 2018 pension bill that is now law require the Fire Chief to annually certify service credit for each active member of the EPFRA; the possibility of allowing emergency or hardship payouts of benefits, prorated or monthly vesting, and allowing relief associations to purchase disability insurance from companies that do not offer casualty insurance. The topics for discussion by the working group will be made at the next meeting on October 4, 2018. Mr. Wilson will be unable to attend that meeting and is looking for a volunteer to attend in his place.

A motion to adjourn was made by Mr. Hayden. Mr. Wilson seconded the motion. The motion was approved on a unanimous voice vote. The meeting was adjourned at 6:15 PM.

The next meeting of the Board is scheduled for October 25, 2018 in the offices of the EPFRA. The meeting will begin at 5:00 PM with an investment report from Wells Fargo.

Respectfully Submitted,

Tom Wilson
Secretary, EPFRA Board of Trustees