

Eden Prairie Firefighter Relief Association

Regular Meeting of the Board of Trustees

September 26, 2019

In attendance: Deanna Bassett, Collin O'Brien, Travis Dahlke, Scott Gerber, Sue Kotchevar, Tom Wilson.

President O'Brien called the meeting to order at 5:30 PM.

The minutes of the July 25, 2019 Eden Prairie Firefighter Relief Association (EPFRA) Board of Trustees Meeting were reviewed. Ms. Kotchevar made a motion to approve the minutes. Mr. Dahlke seconded the motion. The motion to approve the minutes was approved on a vote of 6 to 0.

Officer's Report:

President: Reported the 2018 financial audit has been completed. The Office of the State Auditor (OSA) has requested additional information from the EPFRA.

Vice President: No report

Secretary: Still having concerns about getting accurate and timely information regarding leaves of Absences. There are still issues with getting timely and accurate information on leaves. Plan to meet with Lt. Cox of the EPFD in regards to this.

Treasurer:

Account Balances:

Special Account	\$102,400.14
General Account	\$ 11,034.52

Accounts Payable / Special Account

Pension Benefits for August	\$94,217.34
Pension Benefits for September	\$94,889.34
Payment to S. Tessman August mo. benefit	\$ 672.00
ADP for August payroll processing	\$ 296.62
ADP for September payroll processing	\$ 298.58

Accounts Receivable / Special Account

Wells Fargo for September pension benefit	\$94,000.00
Interest	\$ 3.76
Wells Fargo for October pension benefits	\$95,600.00
Interest	\$ 1.94

Accounts Receivable / General Account

City of Eden Prairie Firefighter Dues	\$298.93
City of Eden Prairie Firefighter Dues	\$313.96

Unfinished Business:

The Sidekick project was discussed. There is an opportunity at the present time to complete the project to digitize our records that by statute must be saved. Mr. Wilson will contact Sidekick, Inc. and request their presence at our next Board meeting to talk about the process involved to scan and digitize EPFRA records. The Board would like to move forward with the project but need additional information and updated cost estimates before proceeding.

New Business:

The Board discussed approving retirement benefits for Eric Meiners, Mike Stein, and Frank Vernioia. Ms. Kotchevar asked that before the Board consider this matter that two trustees verify that the Request for Benefits Applications are correct and that the benefits to be approved are the benefits that were earned. The Board is unable to act on approving benefits at this time. Moving forward the Board will install a process to have two trustees independently verify benefits before the Board votes on approval. To expedite approval of the benefits before the Board tonight, the Board of Trustees will hold a special meeting on October 3, 2019 to approve retirement benefits.

The next meeting of the EPFRA Board of Trustees will be a special meeting on October 3, 2019 at 7:00 PM in the office of the EPFRA. The next regular meeting of the EPFRA Board of Trustees will be on October 24, 2019 at 5:30 PM in the office of the EPFRA. Wells Fargo will provide a quarterly financial update before the regular meeting.

Respectfully Submitted,

Tom Wilson, Secretary
EPFRA Board of Trustees