



Town of Longboat Key
Town Hall
501 Bay Isles Road
Longboat Key, FL 34228
(941) 316-1999
(FAX) 316-1940

- AGENDA -

**FIREFIGHTERS' Retirement System Board of Trustees
Quarterly Meeting**

1:30 P.M.

November 28, 2012

Notice is hereby given that the Firefighters' Retirement System Board of Trustees of the Town of Longboat Key has called a meeting on Wednesday, November 28, 2012, at 1:30 p.m. in the Town Commission Chamber located at 501 Bay Isles Road, Longboat Key, Florida, for the purpose of discussing the following items:

1. Call to Order

2. Oath of Office

For Employee Elected Trustee Keith Tanner and Town Commission Appointed Trustee Gerald Feder

3. Public to Be Heard

4. Approval of Minutes

Quarterly Meeting Minutes of the August 22, 2012

5. Approval of Invoices

To consider approval of the following invoices:

Morgan Stanley – 4th Qtr. 2012 Manager Fees	\$23,144.37
Morgan Stanley – 3 rd Qtr. 2012 Custodian Fees	\$ 2,207.01
Morgan Stanley – 4 th Qtr. 2012 Custodian Fees	\$ 2,201.90
Sugarman & Susskind – Inv. dated August 17, 2012	\$ 220.00
Sugarman & Susskind – Inv. dated August 17, 2012	\$ 265.00
Sugarman & Susskind – Inv. dated August 17, 2012	\$ 110.00
Sugarman & Susskind – Inv. dated Sept. 7, 2012	\$ 220.00
Sugarman & Susskind – Inv. dated Sept. 7, 2012	\$ 1,815.00
Sugarman & Susskind – Inv. dated Sept. 7, 2012	\$ 1,760.00
Sugarman & Susskind – Inv. dated Nov. 6, 2012	\$ 385.00
Sugarman & Susskind – Inv. dated Nov. 6, 2012	\$ 192.50
Foster & Foster – Inv. #4395	\$ 3,107.00

6. Reports

a. The Carter Hester Group will present the 2012 3rd Quarter Report (to be distributed at the meeting).

b. Human Resource Report

Human Resource Manager Lisa Silvertooth has submitted the following documents for approval and execution:

- Authorization for revised Cost of Living Adjustments for 9 eligible retirees effective Oct. 1, 2012; James Cena, Karsten Garber, James Haas, Glenn Miller, Carroll Mooneyhan, Michael Murphy, Klaus Schellenberger, Tom Sousa, Nathiel Williams.
- Authorization for refund of contributions for James Reynolds.
- New Employee Acknowledgement for Plan Membership and Beneficiary Form for Matthew Gouge.
- New Employee Acknowledgement for Plan Membership and Beneficiary Form for Kristen Rouse.

Human Resource Manager Lisa Silvertooth has submitted the following for informational purposes:

- Pension List of Active Employees (to Secretary of the Board of Trustees)
- Retirement List as of 11/28/12 (to Secretary of the Board of Trustees)
- Thomas Batchelor Credited Service Purchase.
- New Law on Ex-Spouses as beneficiary or joint pensioner sent to current members, terminated vested and all retirees.

7. New Business

a. FPPTA 2013 Membership Renewal.

b. To approve the Records Management Compliance Statement.

c. Request by Matt Taylor to discuss Bruce Ivy's retirement benefits.

d. Request by Matt Taylor to discuss redacting of birth dates and social security numbers from documents presented by HR to the Board or requests by any Board member.

8. Old Business

a. Discussion of Attorney's response to Board member Matt Taylor's request for an evaluation to be performed by an independent consultant.

b. Discussion of Attorney's response to Board member Matt Taylor's request for copies of RFP's from the Forensic Audit in 2010.

9. Attorney Comments

a. Discussion of approved 2013 dates for the quarterly Pension meetings.

b. Updating of the Summary Plan Description (last updated Aug. 10, 2010) and the DROP Application.

c. Discussion of letter received regarding the IRS Determination issues.

10. Board Comments

REMINDER: NEXT QUARTERLY MEETING IS _____

11. Adjournment

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Fla. Stat.).

In accordance with the Americans with Disabilities Act and Section 286.26, F.S., persons needing a special accommodation to participate in this proceeding should contact the Town Clerk's office at 941-316-1999 forty-eight (48) hours in advance of this proceeding. If you are hearing impaired, please call 941-373-7002.