



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

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- AGENDA -

**GENERAL EMPLOYEES' Retirement System Board of Trustees  
Special Meeting**

10:30 A.M.

February 20, 2013

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Notice is hereby given that the General Employees' Retirement System Board of Trustees of the Town of Longboat Key has called a meeting on Wednesday, February 20, 2013, at 10:30 a.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. Public to Be Heard**

**3. Approval of Minutes**

Quarterly Meeting Minutes from November 28, 2012.  
Special Meeting Minutes from January 16, 2013.

**4. Approval of Invoices**

To consider approval of the following invoices:

Christiansen & Dehner – Invoice # 22186	\$ 101.40
Christiansen & Dehner – Invoice # 22343	\$ 845.00
The Bogdahn Group – 4th Qtr. 2012 Investment Consulting	\$3,875.00
Salem Trust Co. – 4th Qtr. 2012 Custodian Fees	\$1,250.00
Foster & Foster – Inv. #4560	\$10,928.00

**5. Reports**

- a. The Bogdahn Group will present the 2012 4th Quarter Report (to be distributed at the meeting).
- b. Foster & Foster will present the Oct. 1, 2012 Valuation Report.
- c. Human Resource Report  
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 2/20/13 (to Secretary of the Board of Trustees)

**6. New Business**

- a. Request for Records Management/Audio Tapes – retention is 2 years after the adoption of the meeting minutes. Audio tapes from 2005 – 2009 have meet the retention requirement. Asking for authorization to destroy in accordance with the retention schedule.

**7. Old Business**

- a. Update on CIT program from Salem Trust Company e-mail.
- b. Copy, for informational purposes only, of the payment of the FPPTA 2013 Membership Renewal that was approved at the last quarterly meeting.

**8. Attorney Comments****9. Board Comments**

**REMINDER: NEXT QUARTERLY MEETING IS WED., MAY 15, 2013 @ 10:30 A.M.**

**10. 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.