



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

- AGENDA -
FIREFIIGHTERS' Retirement System Board of Trustees
Quarterly Meeting

1:30 P.M.

February 27, 2013

Notice is hereby given that the Firefighters' Retirement System Board of Trustees of the Town of Longboat Key has called a meeting on Wednesday, February 27, 2013, 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. **Public to Be Heard**
3. **Approval of Minutes**

Quarterly Meeting Minutes from November 28, 2012
Special Meeting Minutes from December 17, 2012

4. **Approval of Invoices**

To consider approval of the following invoices:

Morgan Stanley – 1st Qtr. 2013 Manager Fees	\$23,300.52
Sugarman & Susskind – Inv. dated December 4, 2012	\$ 192.50
Sugarman & Susskind – Inv. dated December 4, 2012	\$ 330.00
Sugarman & Susskind – Inv. dated December 4, 2012	\$ 2,292.88
Sugarman & Susskind - Inv. dated December 4, 2012	\$ 605.00
Sugarman & Susskind – Inv. dated January 9, 2013	\$ 1,210.00
Sugarman & Susskind – Inv. dated January 9, 2013	\$ 605.00
Sugarman & Susskind – Inv. dated January 9, 2013	\$ 206.25
Sugarman & Susskind – Inv. dated January 9, 2013	\$ 178.75
Sugarman & Susskind – Inv. dated February 6, 2013	\$ 68.75
Sugarman & Susskind – Inv. dated February 6, 2013	\$ 55.00

5. **Reports**

- a. The Carter Hester Group will present the 2012 4th Quarter Report (to be distributed at the meeting).
- b. Graystone Consulting to discuss relationship with First State Trust Company on Custodian Services (refer to letter of resignation from Morgan Stanley).

- 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 2/27/13 (to Secretary of the Board of Trustees)
 - The quarterly DROP rate.

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 Bruce Ivey issue
- b. Independent Auditor update
- c. 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

- a. Discussion of determination issued by the IRS

9. Board Comments

REMINDER: NEXT QUARTERLY MEETING IS MAY 22, 2013 @ 1:30 PM

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.