

**AGENDA  
REGULAR MEETING  
TOWN OF LONGBOAT KEY  
CONSOLIDATED RETIREMENT SYSTEM  
AUGUST 19, 2020 – 1:00 PM**

1. Call to Order, Roll Call, and Pledge of Allegiance
2. Approval of Virtual Meeting Protocols and Process
3. Public to be Heard<sup>1</sup>
4. Administer Oath for JoAnn Mixon
5. Appointment of Secretary
6. Approval of Minutes
  - a. Meeting Minutes from May 20, 2020
7. Reports
  - a. Investment Reports – Graystone: June 31, 2020 Quarterly Performance Report
  - b. Administrator Report (Amanda Kish, Resource Centers) – Fiduciary Liability
  - c. Attorney Report (Ron Cohen, of Rice, Pugatch, Robinson, Storfer, Cohen PLLC)- Virtual Meeting Extension
8. Plan Financials
  - a. Interim Financial Statement
  - b. Ratification of Warrants – Warrant dated August 19, 2020
  - c. Benefit Approval
9. New Business
10. Board Comments
11. Next Meeting Date November 20th or November 27th, 2020
12. Adjournment

*Please be advised that the Florida Governor's Office has declared a State of Emergency due to the Coronavirus (COVID-19) pandemic. As reported by the Center for Disease Control and World Health Organization, COVID-19 can spread from person-to-person through small droplets from the nose or mouth, including when an individual coughs or sneezes. These droplets may land on objects and surfaces. Other people may contract COVID-19 by touching these objects or surfaces, then touching their eyes, nose or mouth.*

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<sup>1</sup> Virtual public participation instructions provided as an attachment to this agenda.

*Therefore, merely cleaning facilities, while extremely important and vital in this crisis, may not be enough to stop the spread of this virus. Those with weakened immune systems may want to avoid the Town of Longboat Key Consolidated Retirement meeting in order to avoid a potential exposure to the virus.*

*While it is necessary to hold the above referenced meeting of the Town of Longboat Key Consolidated Retirement System despite the current public health emergency, the Town of Longboat Key Consolidated Retirement System fully encourages public participation in a safe and efficient manner. The public can submit comments on agenda items to the Pension Resource Centers in advance at [amanda@resourcecenters.com](mailto:amanda@resourcecenters.com) Please submit comments on agenda items to Pension Resource Centers no later than 12:00 p.m. on August 19, 2020, to facilitate the Pension Board of Trustee's consideration of such questions and comments during the meeting.*

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 941-316-8719.

## Virtual Meeting Protocols and Process

On August 19, 2020, a meeting of the Town of Longboat Key Consolidated Retirement System will be conducted virtually. The Town encourages public participation in its virtual meetings and has provided several options for the public to utilize to view and/or participate in its meetings.

*Please be advised that in the event you encounter difficulties in participating with the option you choose, an alternate form of participation should be selected from the options below.*

To participate in a virtual meeting of the Town of Longboat Key Consolidated Retirement System on **August 19, 2020, which begins at 1 p.m.** you have the following options:

### **1. Listen to the meeting via phone:**

You may listen to the audio only from your phone by dialing 1(469) 445-0100 and when the meeting ID is requested enter 149 616 7405 and then press the # key.

### **For Voice Only:**

#### **iPhone one-tap:**

US:+1(469)445-0100,1496167405# (US South)

+1(470)869-2200,1496167405# (US East)

+1(623)404-9000,1496167405# (US West)

+1(720)902-7700,1496167405# (US Central)

+1(773)231-9226,1496167405# (US North)

#### **Telephone (for higher quality, dial a number based on your current location):**

Dial:+1(469)445-0100 (US South)

+1(470)869-2200 (US East)

+1(623)404-9000 (US West)

+1(720)902-7700 (US Central)

+1(773)231-9226 (US North)

### **2. Listen to the meeting via phone or watch the meeting using Ringcentral and submit written comments prior to the meeting:**

Please follow all of the instructions provided for in #1 or #3. You may provide written comments to the Town's Consolidated Retirement System Board of Trustees by e-mailing Administrator Amanda Kish no later than **August 19, 2020, at 12:00 p.m.** at [amanda@resourcecenters.com](mailto:amanda@resourcecenters.com). If requested by the commenter within the requestor's email, timely submitted written comments will be read into the record by the Board of Trustees' Chair during the public comment portion of the meeting. If not specifically requested within the written comments, all other written comments received by the deadline will be distributed to the Board of Trustees prior to the start of the meeting. Time

limits will be enforced for written comments that are read into the record, so all written comments must be limited to 3 minutes.

### **3. View and/or participate in the meeting using Ringcentral:**

Participation/Request to Speak instructions:

Persons interested in participating in the meeting, must send an email to Administrator Amanda Kish no later than **August 19, 2020, at 12:00 p.m.** at [amanda@resourcecenters.com](mailto:amanda@resourcecenters.com) to be placed on a participant list. All persons timely submitting a request to speak email to the Administrator will be afforded an opportunity to be heard during the public comment portion of the meeting for both Agenda and Non-Agenda items. Time limits will be enforced for all public comments and must be limited to 3 minutes.

For the August 19, 2020, meeting, please use the meeting link <https://meetings.ringcentral.com/j/1496167405> to virtually participate in and/or watch the meeting by computer, tablet, or smartphone. If joining from a tablet or smartphone, you will need to download the free Ringcentral app from your device's app store. If your joining from a computer, your computer will automatically download and install (if needed) the Ringcentral program. If you currently have Ringcentral installed on your computer, tablet, or smartphone, you may join the meeting by entering the meeting ID 149 616 7405. **In the event you encounter difficulties in participating with this option, an alternate option should be selected to continue participation.**

For additional information or assistance please contact the following prior to the meeting:

1. For public comment questions: Amanda Kish, Administrator or (561) 855-2210
2. For questions on connecting to the meeting: Jason Keen, Information Technology Director, [jkeen@longboatkey.org](mailto:jkeen@longboatkey.org) or (941) 316-1999.