



City of Margate

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Meeting Minutes Employee Benefits Trust Fund

Thursday, January 19, 2017

2:30 PM

Commission Chambers

CALL TO ORDER

Present: 5 - Chair James Wilbur, Secretary Jackie Chin-Kidd, Trustee Adam Sitman, Trustee Efrain Suarez and Trustee Mark Weinrub

Absent: 2 - Vice Chair Joanne Simone and Trustee Laura Sudman

1) PUBLIC DISCUSSION

THERE WAS NO PUBLIC DISCUSS.

2) MINUTES

A. [ID 2017-016](#) MOTION APPROVING MINUTES OF NOVEMBER 17, 2016

A motion was made by Trustee Suarez, seconded by Secretary Chin-Kidd, that this Motion be approved. The motion carried by unanimous vote of 5-0.

3) INVOICES

A. [ID 2017-017](#) MOTION TO APPROVE INVOICE - MIERZWA & FLOYD, P.A.

A motion was made by Trustee Weinrub, seconded by Secretary Chin-Kidd, that this Motion be approved. The motion carried by a unanimous vote of 5-0.

4) REPORT FROM ATTORNEY

Chair Wilbur read into the record the Attorney's report as follows, due to the Attorney's absence:

"We continue to work on obtaining competitive quotations for auditing services. We have sent two additional requests to those requested by the Board along with two other requests for proposals to other auditors. We thought we might be able to complete the work for a reasonable price. As we previously agreed, we will have those prepared for the next meeting of the Board of Trustees. As you recall, I have a longstanding committment on the third Thursday of January, April, July and August of each year and am not able to attend when the Board meets on those days. It seems to have happened alot in the past couple of years. Luckily my other meeting doesn't begin today until 3:00 PM, so just as in the past, I am available by telephone before, then should the Board have any questions for me."

5) REPORT FROM TRUSTEES

MR. WEINRUB stated that today was his last meeting as his last day of employment was February 23rd. He noted that he would have his son contact Chair Wilbur.

CHAIR WILBUR stated that he would send the Federation of Public Employees (FOPE)

a letter requesting a replacement for the Board.

MR. WEINRUB said that he did send the representative an email a month ago.

CHAIR WILBUR thanked Mr. Weinrub for his many years of service from the beginning of the MEBTF.

MR. WEINRUB spoke about the importance of the MEBTF and hoped it would be kept going.

CHAIR WILBUR stated that a \$250,000 check was received and deposited. He noted that all of the benefit checks were cut and the current balance of the checking account was \$19,603.80, which was plenty of money for the operating costs and audit. He said that he revised the renewal form because they were always half filled out. He noted that he shaded in the appropriate boxes to avoid so many follow up calls. He added that proof of a monthly health insurance premium must be received, but not the insurance card.

MR. WEINRUB noted that he did not like the highlight color green and Chair Wilbur agreed to change it.

MS. CHIN-KIDD suggested adding a check box for address changes, and Chair Wilbur agreed to place that off to the side of the form.

6) OTHER BUSINESS

A. [ID 2017-018](#) MOTION TO APPROVE BENEFIT APPLICATIONS FOR 2017

CHAIR WILBUR provided the final tally sheet for the checks that were cut and noted that they were signed and ready to mail. He stated that the final amount was \$218,939.10. He explained that a motion was needed for providing a payment to someone who was not paid last year because his file was coded as non-eligible. He reviewed the minutes and determined that the retiree was eligible. He clarified that the City Attorney made a determination that if working the last month of your anniversary, credit was given for that month. He explained that Eric Peart submitted his paperwork last year; however, he was not paid. He noted that he issued the check with two years work of payments for \$3,240. He said that he placed a copy of the minutes in the file for future reference.

A motion was made by Secretary Chin-Kidd, seconded by Trustee Weinrub, to pay Eric Peart the 2016 benefit in the amount of \$1,620. The motion carried by the following vote:

Yes: 5 - Chair Wilbur, Secretary Chin-Kidd, Trustee Sitman, Trustee Suarez and Trustee Weinrub

Absent: 2 - Vice Chair Simone and Trustee Sudman

CHAIR WILBUR stated that the checks would be mailed by Monday or Tuesday of next week. He noted that the renewal and cover letter would be mailed with the check.

MS. CHIN-KIDD asked whether any renewals would be sent to the people who did not receive a check because they were not eligible.

CHAIR WILBUR felt that was not needed.

7) SCHEDULE NEXT MEETING

CHAIR WILBUR noted that per the Attorney's email, there were problems with him attending the third Thursday meetings, except for November. He noted that the MEBTF did not have to meet in August. He asked whether anybody had concerns with having the January, April and July meeting being held on the second Thursday of the month, while keeping November meetings on the third Thursday of the month.

A motion was made by Trustee Sitman, seconded by Trustee Weinrub, that meetings be held on the second Thursday for the months of January, April and July of this year, with the November meeting being held on the third Thursday. The motion carried by the following vote:

Yes: 5 - Chair Wilbur, Secretary Chin-Kidd, Trustee Sitman, Trustee Suarez and Trustee Weinrub

Absent: 2 - Vice Chair Simone and Trustee Sudman

ADJOURNMENT

There being no further business, the meeting adjourned at 2:43 PM.

Respectfully submitted,

Transcribed by Carol DiLorenzo

Jackie Chin-Kidd, Secretary

*Date:*_____