



City of Margate

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Meeting Minutes Employee Benefits Trust Fund

Chair, James Wilbur
Vice Chair, Joanne Simone
Secretary, Jacqueline Chin-Kidd
Trustee, Frank DiNatale
Trustee, Eric Sanzare
Trustee, Neil Sohn
Trustee, Laura Sudman

Thursday, July 20, 2017

2:30 PM

Commission Chambers

CALL TO ORDER

Present: 5 - Chair James Wilbur, Secretary Jackie Chin-Kidd, Trustee Frank DiNatale, Trustee Neil Sohn and Trustee Laura Sudman
Absent: 2 - Vice Chair Joanne Simone and Trustee Eric Sanzare

1) PUBLIC DISCUSSION

There was no Public Discussion.

2) MOTION(S)

A. [ID 2017-483](#) MOTION: APPROVAL OF DEATH BENEFIT.

CHAIR JIM WILBUR explained that former Building Department retiree Fran Zeppetella passed away on June 6th, 2017. He noted that he received a letter from her husband and upon reviewing her file it was determined that her beneficiary was Joseph Zeppetella. He said that according to the Plan Document, which stated that the Fund prepaid for the year, the death benefit would be 12 months minus the 6 months she survived; therefore, the death benefit was half of what was paid in January. He noted that check number 2931 in the amount of \$1,130.40 was issued on January 19th, 2017; therefore, half of that was \$565.20.

A motion was made by Trustee Sudman, seconded by Trustee DiNatale, To grant a check for \$565.20 to the beneficiary. The motion carried by the following vote:

Yes: 5 - Chair Wilbur, Secretary Chin-Kidd, Trustee DiNatale, Trustee Sohn and Trustee Sudman

Absent: 2 - Vice Chair Simone and Trustee Sanzare

3) INVOICES

A. [ID 2017-484](#) MOTION: APPROVAL OF INVOICE - THE DRS GROUP FOR MICROFILMING.

CHAIR JIM WILBUR noted that there were 3 invoices to pay. He stated that there was a Microfilming invoice for \$272.35 and an FRS invoice for payment for participating members.

CONSENSUS was given 5-0 to pay those invoices.

CHAIR WILBUR stated that the third invoice was the Attorney's invoice for \$515.73.

A motion was made by Secretary Chin-Kidd, seconded by Trustee Sudman, to pay the Attorney's invoice of \$515.73.

The motion carried by unanimous vote 5-0.

4) REPORT FROM ATTORNEY

There was no report from the Attorney, as he was not present.

5) REPORT FROM TRUSTEES

CHAIR JIM WILBUR reminded Eric Sanzare and Frank DiNatale needed to provide letters from the union with regard to their appointment to the Board.

CHAIR WILBUR said that he was in contact with the firm that was going to do the audit and he anticipated no issues.

6) OTHER BUSINESS

There was no Other Business discussed.

7) SCHEDULE NEXT MEETING

CHAIR JIM WILBUR noted that the next meeting was scheduled for September 21, 2017, at 2:30 PM.

ADJOURNMENT

There being no further business, the meeting adjourned at 2:37 PM.

Respectfully submitted,

Transcribed by Carol DiLorenzo

Jackie Chin-Kidd, Secretary

*Date:*_____