

Officers & Employee Fund

Members: Dolores Martinez [Mayor's Proxy], Steve Karnat, Lester Kissinger Jr, Jamar Kelly, Maria Rodriguez, Karen Gassert

Staff: Joe Rudolf (solicitor), Lilliana Castillo

June 14, 2023 1:30 PM

Location: Penn Room & Virtual

Board Meeting Agenda

Call to Order _____

○ **PRESENTER/GUEST**

○ **MINUTES**

- Approve May 2023 Minutes

	Yes	No	Abstain
Dolores Martinez	☐	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☐	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☐	☐	☐

○ **FINANCIAL REPORTS**

- Wells Fargo Commercial as of 5/31/2023
- Financial Report as of 4/30/2023
- UBS investment as of 5/31/2023
- UBS 401K as of 5/31/2023
- Clarion partners 1st QTR 2023

	Yes	No	Abstain
Dolores Martinez	☐	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☐	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☐	☐	☐

○ **BILLS**

- ADP processing charges period ending 5/31/2023 - \$1,224.24
- Clark Hill professional services for May 2023 - \$1,182.50
- George Hill systems in house checks \$86.50

Sub-total: \$2,493.24

	Yes	No	Abstain
Dolores Martinez	☐	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☐	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☐	☐	☐

○ **CORRESPONDENCE** –

○ **REFUNDS/ROLLOVERS**

○ **APPLICATIONS**

○ **DISABILITY APPLICATION** -

- Gregory McCullough hire date 10/1/2012 is applying for a disability pension as of 6/17/2023, please see physicians statement attached. The calculation is based on 9 full years of service.

Monthly- \$499.68

Annually-\$5,996.15

	Yes	No	Abstain
Dolores Martinez	☐	☐	☐
Jamar Kelly	☐	☐	☐
Lester Kissinger	☐	☐	☐
Steve Karnat	☐	☐	☐
Maria Rodriguez	☐	☐	☐
Karen Gassert	☐	☐	☐

○ **OLD BUSINESS** –

○ **NEW BUSINESS-**

- The pension office would like to follow up on the 1095C tax forms. This form was accidentally sent out to retirees. Only a partial were entitled to the form. Human Resources will reimburse the O&E Pension fund in the amount of \$288.00. Please see spreadsheet attached.

- City of Reading Define Contribution plan beneficiary form drafted by Conrad Seigel. Would the board like to consider using this form?

○ **INFORMATION**

- MMO deposit for June 2023 - \$271,839.00
- Lilly will be on vacation June 20, 2023 to June 27, 2023. Emails and phone calls will be returned in the order it was received. For immediate response please contact Jamar or Holly.

○ **PUBLIC COMMENT**

○ **ADJOURNMENT**