

**Denison Firemen's Relief & Retirement Fund**  
**Minutes from November 9, 2023, meeting**

Announce the presence of a quorum.

Board members in attendance: Janet Gott, Laurie Alsabbagh, Landon Lindsey, Lee Thornton, Adam Doty and Ross Brown.

Absent: Mark Escamilla.

Other persons in attendance: Richard Wright and Zera Taylor and Brenden McCloud.

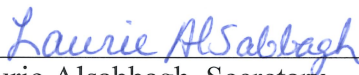
- I. Meeting opened at 11:30 a.m. by Chairman Lindsey.
- II. Lindsey asked if there were any Public Comments received and Alsabbagh stated there were none received.
- III. Minutes from the Regular meeting held on September 14, 2023, were brought before the board. (Note, the October 12, 2023 meeting was not held due to not having a quorum). Gott made a motion for approval, seconded by Brown. All board members approved.
- IV. Authorize payment of monthly expenses-monthly payroll (\$123,200.93); payroll taxes (\$17,112.91); Invoice from Zera Taylor for Plan Administration for September 2023 (\$400.00) and October 2023 (\$400); Travel reimbursement requests from board members for travel to TLFRA Conference 2023 in Corpus Christi: Landon Lindsey (\$420.24), Lee Thornton (\$567.63), and Ross Brown (\$470.59). Motion for approval was made by Gott and seconded by Doty. All board members approved.
- V. Treasurer's report for the checking account was provided by Alsabbagh and given by Brown. The reconciled amount as of 10/31/2023 was \$186,905.85.
- VI. Discuss and take action on pending retirements and/or payouts (refunds). Keith Bates has retired, his monthly benefit to be approved is \$5,150.00. Damon Morris has resigned and has requested a refund of his contributions. Morris paid in to the fund \$98,365.06, we will withhold \$19,673.01 for taxes so his net amount to be refunded to him is \$78,692.05. It was also noted that Robert Chase has resigned and will be seeking a refund in the future. Motion for approval of Bates retirement and Morris made by Brown and seconded by Gott. All board members approved.
- VII. Discuss and take action on changing future board meetings to begin at 11:00 am on the second Thursday of each month. Gott made a motion to change the time to 11:00 am, seconded by Alsabbagh. All board members approved.
- VIII. Discuss and take action on an increase in the Plan Administration pay. Plan Administrator Z. Taylor left the room to give the board an opportunity to discuss. Motion made by Brown to increase the Plan Administration pay to \$800 per month to be effective January 1, 2024, and to review the pay amount annually to determine if additional increases as needed, seconded by Gott. All board members approved.
- IX. Possible Future agenda items: Taylor to send a reminder email to everyone that the December meeting will start at 11:00 a.m. and verify if the meeting will be held at City Hall or Station 3; Escamilla has reached out to plan attorney Kim Wilkerson to update the plan document and write the RFP; Treasurer's report; Audit; QDRO's & payments for QDRO's for legal work; Anticipated Retirements; Special withdraw; PRB training; new business; report from FFSWM.

- X. Richard from Fiduciary Financial Services Wealth Management presented the monthly financial investment reports.

Meeting adjourned at 12:14 p.m. by Lindsey.

  
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Landon Lindsey, Chairman

Attest:

  
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Laurie Alsabbagh, Secretary