

Firemen's Relief and Pension Fund Board Meeting
April 28, 2010
9:00 AM

The Board of Trustees of the Firemen's Relief and Pension Fund of the City of Little Rock, Arkansas, met at 9:00 AM in the Sister Cities Conference Room located at 500 West Markham Street, City Hall. In the absence of the Chair, Mr. Johnny Reep called the meeting to order.

1. Roll Call:
Members Present: Bernard Sherwood; Havis Jacks; Johnny Reep; Butch Wright; and Susan Langley
Members Absent: Bruce Moore and Sam Snowden
Other Personnel Present: Sara Lenehan; Kathy Lindsey; Sharon Phillips; and Bo Brister and Alex Jordan from The Stephens Group.
2. Approval of Minutes from the February 24, 2010, and March 24, 2010, Meeting: Mr. Wright made the motion, seconded by Mr. Sherwood to approve the minutes from the February 24, 2010, and March 24, 2010, meetings. By unanimous voice vote of the Board Members present, the minutes were approved.
3. Stephens, Inc. Report (Copy of Financial Report filed in the Office of the City Clerk): Mr. Bo Brister presented the report and reported that the Total Fund Balance as of March 31, 2010, was \$72,653,820; with a total DROP balance of \$10,205,533.82. The Fund was up 3.00% for the month of March and 6% as of April 26, 2010.
4. Financial Report (Copy of report is on file in the Fire Pension Office): Ms. Sara Lenehan presented the report. Mr. Wright made the motion, seconded by Mr. Jacks, to approve the financial report for year-to-date through March 31, 2010. By unanimous voice vote of the Board Members present, the financial report was approved.
5. Removal from Pension Rolls: Removal of Jasper Baldrige, date of death was March 10, 2010, and the amount of benefit was \$1,520.42. Mr. Wright made the motion, seconded by Mr. Snowden, to remove Jasper Baldrige from the Pension Rolls. By unanimous voice vote of the Board Members present, Mr. Baldrige was removed from the Pension Rolls. Removal of Raymond Koon, date of death was March 21, 2010, and the amount of benefit was \$3,059.86. Mr. Wright made the motion, seconded by Mr. Snowden, to remove Raymond Koon from the Pension Rolls. By unanimous voice vote of the Board Members present, Mr. Koon was removed from the Pension Rolls.

6. Addition to Pension Rolls: Addition of Ira Jean Baldrige, effective March 10, 2010, with a benefit amount of \$1,520.42. Mr. Wright made the motion, seconded by Mr. Sherwood, to add Ira Jean Baldrige to the Pension Rolls. By voice vote of the Board Members present, Mrs. Baldrige was added to the Pension Rolls. Addition of Margaret Koon, effective March 21, 2010, with a benefit amount of \$2,611.13. Mr. Wright made the motion, seconded by Mr. Jacks, to add Margaret Koon to the Pension Rolls. By voice vote of the Board Members present, Mrs. Koon was added to the Pension Rolls.
7. Other Business:
 - A. Age 70½ Required Minimum Distribution: In the absence of Ms. Raley, Ms. Lenehan referred to the letter that Ms. Raley wrote stating that a member who reaches the age of 70½ should take their money out by December 31st of that year. In the letter, Ms. Raley further stated that a letter should be sent to the member well ahead of that time to notify them of the requirement to withdraw their funds and to provide them with options, which could include a rollover to an IRA or a lump sum distribution by the deadline. Mr. Jacks made the motion, seconded by Mr. Wright to adopt the policy. By voice vote of the Board Members present, the policy was adopted.
 - B. Disability after DROP Issue: Due to the fact that Ms. Raley was not present at the meeting, the issue was tabled until the May Meeting.
8. Other Business:
 - A. Approval of the Election Ballot: Mr. Reep requested that a write-in box be added to the ballot. Mr. Jacks made the motion, seconded by Mr. Sherwood, to adopt the ballot with the amendment of a write-in box. By voice vote of the Board Members present, the ballot as amended was adopted.
 - B. Memo from LOPFI: Mr. Reep discussed the letter recently received from the Arkansas Fire & Police Pension Review Board stating that they had received the 2009 Financial Report and that the Fire Pension Fund could begin the consolidation process with LOPFI should they so desire.
 - C. Withdrawals: Mr. Reep stated that it had been brought to his attention that one of the pension members had been making frequent withdrawals, treating the fund more like a savings account. Ms. Lenehan stated that members had the option of having a monthly distribution or they could receive their money in a lump sum; however, recently staff had been receiving calls as frequently as once a week asking for a withdrawal; which requires individual check runs. Mr. Reep asked the Board if they felt there should be a limit to the number of withdrawals or should there be a period of advance notice. Mr. Sherwood stated that staff is not set up to have individuals requesting frequent withdrawals and suggested that if members anticipated the need for constant access to their money, they should set up a monthly distribution and have it deposited into the credit union. Mr. Sherwood stated that due to the fact that the funds are invested and only a limited

amount of cash is kept on hand in the checking account, an individual should have to make a request three (3) – five (5) days in advance to ensure that the funds would be available. Mr. Wright suggested sending a letter out to all the retirees advising them that there would be a requirement of a three (3) day advance notice to withdraw funds or an account could be set up to transfer money on a monthly basis. Ms. Lenehan stated that some individuals might not opt for a monthly withdrawal as there would be taxes involved with the withdrawal of funds. Mr. Jacks made the motion, seconded by Mr. Sherwood, that staff work with Ms. Raley to develop a policy regarding withdrawal of funds by pension members. By voice vote of the Board Members present, the motion was approved.

- D. Refunds: Ms. Phillips stated that at the request of Mr. Wright, staff had conducted an audit of Faith Taylor Nolan’s account to ensure that she received an increase in January. Ms. Phillips reported that the audit was conducted and both Beverly Cole and Faith Taylor Nolan’s anniversary dates were in January and they both received the benefit increase; however, they did not receive the COLA increase. Ms. Phillips stated that a refund was issued to both individuals, bringing them up to the correct amount. Ms. Phillips stated that in the course of the audit, it was discovered that Mr. Wright’s 3% COLA amount was calculated incorrectly. Mr. Jacks made the motion, seconded by Mr. Sherwood, to adjust the amounts. My voice vote of the Board Members present, the motion was approved.

Mr. Wright made the motion, seconded by Mr. Sherwood, to adjourn the meeting. By unanimous voice vote of the Board Members present, the meeting was adjourned at 10:17 AM.

Susan Langley
Secretary, Firemen’s Relief and Pension Fund