

**Retirement Board Meeting
via Zoom
November 26, 2024
9:00 AM**

Retirement Montague is inviting you to a scheduled Zoom meeting.

Time: Nov 26, 2024 09:00 AM Eastern Time (US and Canada)

**Join Zoom Meeting
<https://us02web.zoom.us/j/82514021000>
Meeting ID: 825 1402 1000**

**One tap mobile
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Dial by your location
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AGENDA

- 1. Chairperson calls the meeting to order, announces that the meeting is being recorded, and takes roll call attendance.**
- 2. Laura Strickland, MA PRIM, to present investment update.**
- 3. Minutes:** October 22, 2024 Retirement Board meeting minutes for review and approval.

BOARD MOVE to approve the minutes of the October 22, 2024 Retirement Board meeting.

- 4. Contributory Retirement Warrant:** approve the November 2024 Warrant #11, dated November 27, 2024 in the amount of \$368,561.49.

BOARD MOVE to approve the November 2024 Warrant #11, dated November 27, 2024 in the amount of \$368,561.49.

5. New Members: approve new members listed below:

- Brandin Coates, TWN, Building Maint., effective 10/22/24
- Matthew Robinson, GMRSD, Instructional Asst., effective 11/4/2024
- Christina Forde, GMRSD, Instructional Asst., effective 11/4/2024
- Melissa Bamford, GMRSD, Instructional Asst., effective 11/18/2024
- Jennifer Brown, GMRSD Cafeteria Asst., effective 11/18/24
- Jessica Sager, GMRSD, Instructional Asst., re-hired 11/18/2024

BOARD MOVE to approve new members listed above.

6. Travel & Education Expenses: approve the travel expenses and conference fees for Board and Staff to attend the MACRS conference in Springfield on December 9-11 in Springfield, MA.

BOARD MOVE to approve the travel expenses and conference fees for Board and Staff to attend the MACRS conference in Springfield on December 9-11 in Springfield, MA.

7. Notice: Administrator Deb Underhill will be taking vacation time 12/23/2024 - 1/2/2025.

8. Notice of Retiree Death: Mark Stevens, TWN, Option C, date of death 10/17/2024.

9. Meeting Change: Board to discuss changing the monthly meeting from the 4th Tuesday of each month to the last Tuesday of each month. This change would allow the Administrator to process monthly payroll closer to the end of each month so that any retiree deaths could be adjusted in a timely manner.

10. Financial Statements: Board review October financial statements, containing the following documents, if available:

| | | |
|--------------------------|---------------------|------------------------|
| Cash Receipts Report | Bank Statements | Monthly Trial Balance |
| Cash Disbursement Report | Bank Reconciliation | Y-T-D Trial Balance |
| Adjustments Report | PRIT Statements | Monthly General Ledger |
| Supplementary Schedule | PRIT Reconciliation | Y-T-D Budget |

Topics not anticipated covered in the 48 hour posting requirement.

**Upcoming Meetings: Tuesday, December 17, 20024 at 9AM via Zoom
Tuesday, January 28, 2025 at 9AM via Zoom**

Meeting Materials:
 Agenda, November 26, 2024
 October 22, 2024 Minutes
 November 27, 2024 Warrant #11, with associated documents
 PRIT Investment Report
 Prelim Agenda MACRS Conference Dec 2024