

City of Miami Beach Firemen's Relief and Pension Fund  
**Meeting of the Board of Trustees**

2300 Pine Tree Dr., 1st Fl Conference Room  
Miami Beach, FL 33139

**August 19, 2014 Minutes**

- 1) Call to Order/Roll Call** – Chairperson Robert Dowling called the meeting to order at 0834. Trustees Allison Williams, Sylvia Crespo-Tabak and Virgilio Fernandez present. Four Trustees in attendance. A quorum is met.

Absent: Trustee Russell Chisholm

Also present: Attorney Stephen Cypen, Administrator Andrew McGarrell, Robert Maddock and John Rochford from Inverness Counsel and Adonis Garcia

- 2) Minutes from May 13, 2013 Meeting** – Minutes were reviewed.

A motion was made by Trustee Allison Williams to accept the Minutes as presented. Trustee Sylvia Crespo-Tabak seconded the motion. All were in favor (4-0). Motion passed

- 3) Warrants 2014-08, 2014-09 and 2014-10** – inclusive of checks #1686 – 1696 were all reviewed.

A motion was made by Trustee Allison Williams to approve warrants as presented. Trustee Sylvia Crespo-Tabak seconded the motion. All were in favor (4-0). Motion passed

- 4) Holland & Knight - IRS Qualification Update** – Stephen Cypen reported that there is nothing to report at this time. Still pending.

- 5) FTCI** – Authorization Signature cards were completed and will be sent to Fiduciary Trust.

- 6) Marlenis Smart** – Possible Forfeiture – After review of normal policy and procedures, participant was not vested therefore, participant is not entitled to a distribution. No action needed.

- 7) Engagement letter with Auditor** – Letter was reviewed.

A motion was made by Trustee Sylvia Crespo-Tabak to accept the terms of the Engagement Letter from the Auditor. Trustee Virgilio Fernandez seconded the motion. All were in favor (4-0). Motion passed. Chairperson Robert Dowling signed letter.

- 8) FPPTA School Oct. 5-8 and State Trustee School Nov. 17-19**

A motion was made by Trustee Allison Williams for members of the Board to attend both events. Trustee Virgilio Fernandez seconded the motion. All were in favor (4-0). Motion passed

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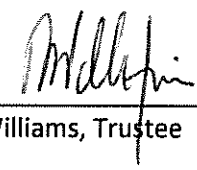
- 9) **Inverness Counsel** – Robert Maddock and John Rochford presented the market review. No action needed.
- 10) **Administrator items** – No items at this time.
- 11) **Public Comment** – Adonis Garcia inquired about procedure for new hires to be a part of the Fund. Discussion followed and procedures were reviewed. No action needed.

No further items to discuss.

A motion was made to adjourn the meeting by Trustee Allison Williams and seconded by Trustee Sylvia Crespo-Tabak. All were in favor (4-0).

Meeting concluded at 0938

  
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Virgilio Fernandez, Trustee

  
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Allison Williams, Trustee