

VEBA Trustee Meeting Minutes
March 31, 2017
Via Conference Call

I. CALL TO ORDER AND ROLL CALL

- A. A regular meeting of the Trustees of VEBA was called to order by Chairman Ed McNeil at 10:00 a.m.
- B. Trustees present at roll call: Edward McNeil, Floyd Allen (two Trustees make a quorum)
- C. Others present: Richard G. Mack, Jr. (attorney)

II. APPROVAL OF AGENDA

III. PUBLIC COMMENT

IV. REPORTS

A. FINANCIAL

Trustees discussed money received from City by VEBA, and placed into VEBA bank account set up by Allen.

B. ADMINISTRATIVE REPORT

Trustees discussed working with Benesys as third party administrator.

C. LEGAL REPORT

Review of all documents being executed and finalized.

D. COMMUNICATIONS REPORT

Discussion of letter to retirees, and follow up letter to be sent.

V. UNFINISHED BUSINESS

Website discussed, and meeting with retirees.

VI. NEW BUSINESS

VEBA Trustee Meeting Minutes
April 3, 2017
Via Conference Call

I. CALL TO ORDER AND ROLL CALL

- A. A regular meeting of the Trustees of VEBA was called to order by Ed McNeil at 9:00 a.m.
- B. Trustees present at roll call: Edward McNeil, Floyd Allen (two Trustees make a quorum)
- C. Others present: Richard G. Mack, Jr. (attorney)

II. APPROVAL OF AGENDA

III. PUBLIC COMMENT

IV. REPORTS

A. FINANCIAL

Discussion of the costs of the Benesys contract.

B. ADMINISTRATIVE REPORT

Trustees discussed whether changes needed to be made to the bank or TPA agreements.

C. LEGAL REPORT

D. COMMUNICATIONS REPORT

Trustees discussed communication with the City for information, to review the money being paid to the VEBA (from October 2014 forward).

V. UNFINISHED BUSINESS

Discussion of auditor to be selected, to review finances of the City.

VI. NEW BUSINESS

Trustees motion and vote to have Counsel develop an RFP for auditors.

Trustees motion and vote on having Counsel develop a letter to send to City, requesting information to have audit conducted.

Trustees motion and vote on having Trustee McNeil contact Benesys and 5/3rd Bank, to discuss VEBA affairs.

VEBA Trustee Meeting Minutes
May 10, 2017
Via Conference Call

I. CALL TO ORDER AND ROLL CALL

- A. A regular meeting of the Trustees of VEBA was called to order by Ed McNeil noon.
- B. Trustees present at roll call: Edward McNeil (no quorum)
- C. Others present: Richard G. Mack, Jr. (attorney)

II. APPROVAL OF AGENDA

III. PUBLIC COMMENT

IV. REPORTS

A. FINANCIAL

B. ADMINISTRATIVE REPORT

C. LEGAL REPORT

Letter to City of Detroit prepared, requesting information.

Other documents prepared by Counsel.

D. COMMUNICATIONS REPORT

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

VEBA Trustee Meeting Minutes
June 1, 2017
Via Conference Call

I. CALL TO ORDER AND ROLL CALL

- A. A regular meeting of the Trustees of VEBA was called to order by Chairman McNeil at 9:10 a.m.
- B. Trustees present at roll call: Edward McNeil, Floyd Allen (two Trustees make a quorum)
- C. Others present: Richard G. Mack, Jr. (attorney)

II. APPROVAL OF AGENDA

Agenda approved

III. PUBLIC COMMENT

No public comment

IV. REPORTS

A. FINANCIAL

B. ADMINISTRATIVE REPORT

Trustees discussed manner in which process for payments initiated. Discussed the hiring of bank and third party administrator.

Trustees discussed the contracts with vendors hired (Fifth 3rd Bank and Benesys). McNeil and Allen to explore options and review bids from last September RFP.

Trustees discussed the need for information from City, and information being confirmed by auditor.

C. LEGAL REPORT

RGM to send retainer letter to VEBA for Trustee approval.

Trustees discussed payment of benefits to beneficiaries, and IRS approval.

D. COMMUNICATIONS REPORT

V. UNFINISHED BUSINESS

Trustee Allen moved to have legal draft request for proposal for financial auditor. Motion seconded and carried.

Trustee McNeil moved to have legal draft letter to Benesys and Fifth 3rd Bank, concerning contract with VEBA. Motion seconded and carried.

Trustee McNeil addressed having a meeting with retirees, once other processes of VEBA have been set up. Discussed having meeting at two churches.

VI. NEW BUSINESS

VEBA Trustee Meeting Minutes
July 20, 2017

I. CALL TO ORDER AND ROLL CALL

- A. A regular meeting of the Trustees of VEBA was called to order by Chairman McNeil at 10:00 a.m., in person.
- B. Trustees present at roll call: Edward McNeil, Floyd Allen (two Trustees make a quorum)
- C. Others present: Richard G. Mack, Jr. (attorney)

II. APPROVAL OF AGENDA

Agenda approved.

III. PUBLIC COMMENT

No public Comment.

IV. REPORTS

- A. FINANCIAL
- B. ADMINISTRATIVE REPORT
- C. LEGAL REPORT
- D. COMMUNICATIONS REPORT

V. UNFINISHED BUSINESS

- A. Letters to vendors

Trustees commended on letters to vendors Fifth 3rd Bank and Benesys. Trustee Allen motioned that letters would be sent as drafted. Motion seconded and carried.

- B. Retainer

Trustees commented on retainer letter for legal services, as drafted by counsel. Trustee McNeil motioned to accept retainer agreement. Motion seconded and carried.

C. Letter to Denise Starr (City of Detroit)

Trustees discussed letter to City requesting financial information. Trustee Allen moved to approve letter, with certain changes. Motion seconded and carried.

D. Financial Auditor

Trustees discussed names of auditing firms to send RFP to.

E. Letterhead and Webpage

Trustees discussed names of web designer.

F. Ethics policy

Trustees discussed need for ethics policy.

VI. NEW BUSINESS

VEBA Trustee Meeting Minutes
September 21, 2017
Via Conference Call

I. CALL TO ORDER AND ROLL CALL

- A. A regular meeting of the Trustees of VEBA was called to order by Chairman McNeil at 9:00 a.m.
- B. Trustees present at roll call: Edward McNeil
- C. Others present: Richard G. Mack, Jr. (attorney)

II. APPROVAL OF AGENDA

III. PUBLIC COMMENT

IV. REPORTS

A. FINANCIAL

B. ADMINISTRATIVE REPORT

C. LEGAL REPORT

Legal drafting RFP for auditor. will circulate draft of new RFP for review of the Board, by or before Sunday 9/24.

Legal will circulate draft of ethics policy by 9/29.

D. COMMUNICATIONS REPORT

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

VEBA Trustee Meeting Minutes
December 7, 2017
Via Conference Call

I. CALL TO ORDER AND ROLL CALL

- A. A regular meeting of the Trustees of VEBA was called to order by Chairman McNeil at 9:00 a.m.
- B. Trustees present at roll call: Edward McNeil, Floyd Allen (two Trustees make a quorum)
- C. Others present: Richard G. Mack, Jr. (attorney)

II. APPROVAL OF AGENDA

Agenda approved.

III. PUBLIC COMMENT

No public comment.

IV. REPORTS

A. FINANCIAL

Trustee Allen reported on communication from Benesys, which outlined number of participants in VEBA and claims paid out.

B. ADMINISTRATIVE REPORT

Trustees discussed an eligibility form for beneficiaries.

C. LEGAL REPORT

Counsel reported on RFPs for auditor, awaiting responses.

D. COMMUNICATIONS REPORT

Trustee Allen discussed communication from Benesys.

V. UNFINISHED BUSINESS

Trustees discussed having Benesys appear at next meeting.

VI. NEW BUSINESS