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NOTICE OF MEETING CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Melrose Retirement Board

MEETING DATE: February 28, 2024

TIME: 9:00 am

**MEETING LOCATION: Retirement Office, 1st Floor, City Hall
562 Main Street, Melrose, MA 02176**

REQUESTED BY: Michael Lyle- Vice Chairman of the Board

AGENDA

- Approving and signing the regular and executive session minutes of the January 31, 2024 meeting.
- Approve issuing payment for Cash Disbursement Warrant # 02-2024 and Retiree Payroll Warrant # 02-2024 for the month of February.
- Sign new membership-retiree certificates and discuss discontinuing new member certificates.
- Review and approve refunds, rollovers, and transfers.
- Review the cashbooks.
- Review the bank statements.
- Discuss Attorney Sacco's memo regarding health insurance and employee compensation.
- Review the PRIT fund activity.
- Review PERAC Memo's.
- Review Attorney Sacco's memo regarding a staff announcement.
- 1099-R's have been mailed.
- Interest rate, tax year and accounting have all been updated in PTG.
- Schedule of the upcoming Board Meetings.
- Any new business and other items not reasonably anticipated at the time of meeting posting.