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NOTICE OF MEETING CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Melrose Retirement Board

MEETING DATE: November 27, 2024

TIME: 9:00 am

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

REQUESTED BY: Michael Lyle- Chairman of the Board

AGENDA

- Approving and signing the regular session minutes of the October 30, 2024 meeting.
- Approve issuing payment for Cash Disbursement Warrant # 11-2024 and Retiree Payroll Warrant # 11-2024 for the month of November.
- Review and approve the transfers.
- Review and approve the cashbooks.
- Review and approve the bank reconciliations and discuss the MMDT account.
- Review the monthly summary of retirement board operations.
- Discuss the inactive members and the two-year rule.
- Review the salary survey.
- Discuss finalizing the 2024 budget.
- Review the panel certificates and narratives.
- Update on EIN and IRS.
- Review PERAC Memo's and the 2023 Annual Report.
- Schedule of the upcoming Board Meetings.
- Any new business and other items not reasonably anticipated at the time of meeting posting.



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