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By City Clerks Office at 11:31 am, Jan 24, 2025

NOTICE OF MEETING CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Melrose Retirement Board

MEETING DATE: January 29, 2025

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

- Francesco Daniele from PRIM will provide an annual review of our investments.
- Approve issuing payment for Cash Disbursement Warrant # 01-2025 and Retiree Payroll Warrant # 01-2025 for the month of January.
- Discuss the costs for transcribing minutes.
- Discuss a salary review for retirement staff.
- Review and approve the cashbooks.
- Review and approve the bank reconciliations.
- Discuss releasing executive session minutes.
- Review the monthly summary of retirement board operations.
- Review PRIT statements.
- Review PERAC Memo's.
- 1099 tax forms, member annual statements, and group 4 health insurance letters have all been mailed.
- Affidavits update.
- Schedule of the upcoming Board Meetings. (Jury Duty)
- Any new business and other items not reasonably anticipated at the time of meeting posting.



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