

**MEETING AGENDA – Pursuant to Article 11.04 of MECRS By-Laws**

<b>CITY OF MANCHESTER EMPLOYEES' CONTRIBUTORY RETIREMENT SYSTEM</b>	<b>July 14, 2020 8:30 a.m. 1045 Elm Street Suite 403</b>
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**Special Notice: Due to the COVID-19 outbreak, this meeting of the MECRS Board of Trustees will be conducted exclusively as a conference call as the Retirement System offices are closed to the public.**

**Pursuant to RSA 91-A:2 III (B), Executive Order 2020-04, Section 8 and Emergency Order #12, Section 3, Chairman Molan has determined that an emergency exists due to the worldwide COVID-19 pandemic and, therefore, a physical presence of a quorum is not practical.**

**Conference call connection details will be provided to invited participants, and members of the public seeking to attend should email their request to [Gfleury@ManchesterRetirement.org](mailto:Gfleury@ManchesterRetirement.org) no later than noon on July 13, 2020. Please note that portions of this meeting may consist of a meeting with council or conducted in non-public session. Should that occur, anyone other than invitees will be disconnected from the call at that point in the meeting. Members of the public who wish to be connected back to the meeting at the conclusion of the non-public session should so indicate in their email request and they will be rejoined when the meeting re-enters public session.**

Approval of the Minutes of the Previous Board Meeting held June 9, 2020

Approval of the Immediate Meeting Agenda – (At the discretion of the Chairman, events on the agenda may be taken out of order to accommodate board members and visitors).

Chairperson Comments

Citizen's Comments

Report of the Executive Director

Report on Monthly Cash Balance (Formerly a consent agenda item)

Report of the Administrative & Accounting Committee

Report of Investment Committee

Report of the Benefits Committee

Reports of Special Committees

**Previous Business:**

July 14, 2020  
8:30 a.m.  
1045 Elm Street  
Suite 403

**Consent Agenda Items:**

1. Retirement Office Expenses – Expense report for the period ending June, 2020 as approved by the Administrative Committee
2. Budget and Expense – Budget and expense figures for the period ending June, 2020
3. Pension Payroll – Reconciliation for the month ending June, 2020
4. Financial Statements – Comparative Statement of Fiduciary Plan Net Position and Statement of Changes in Plan Net Position, May, 2020
5. Staff Payroll Reports – June, 2020
6. Request for Pension – Edward Groulx                  Fleet Mgmt.  
   Pauline Demers                  Health  
   Kathleen Tarbox                  Aviation  
   John Sysyn                  City Clerk  
   Brian Bovyn                  Police  
   Cheryl Dibble                  School  
   Barbara Miller                  School  
   Maureen Cronin                  Deferred from School  
   Judy Russell                  Deferred from School
7. Refund & Rollover Reconciliation Report – May, 2020
8. May, 2020 Bank Reconciliation of Members First Credit Union Account
9. Expense Reconciliation Report – June, 2020

**Presentations to the Board:**

**New Business:**

1. Report on MECRS Audit of 2019 by Berry Dunn – Representatives from the audit firm of Berry Dunn will participate remotely to report on the audit results of 2019.
2. Accept and Place on File the Gainful Occupation Report for 2019

**Other Business:**

July 14, 2020  
8:30 a.m.  
1045 Elm Street  
Suite 403

**Next Meeting Schedule:**

Day: \_\_\_\_\_

Time: \_\_\_\_\_

Place: \_\_\_\_\_

**Motion to Adjourn:**

**Informational Items:**