Warehouse Employees Union Local No. 730
and Contributing Companies' Prepaid
Legal Services Fund

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MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE WAREHOUSE EMPLOYEES UNION LOCAL NO. 730 & CONTRIBUTING COMPANIES' PREPAID LEGAL SERVICES FUND MARCH 26, 2021 VIA TELECONFERENCE

The following Trustees were present:

UNION TRUSTEES
R. Brooks – Chairman
J. Venable
T. Richardson – Alternate

EMPLOYER TRUSTEES
M. Bull – Secretary
J. Paradis
H. Sebhat
M. Goble – Alternate

Also present were:

K. Barshinger – Associated Administrators, LLC
A. Cochran – Associated Administrators, LLC
M. DeLancey – Blank Rome LLP
R. Sichel – Investment Performance Services, LLC

I. CALL TO ORDER

A quorum being present, the meeting was called to order.

II. MINUTES

The Trustees reviewed the minutes of the last regular meeting held December 10, 2020.

On MOTION made and seconded, the Trustees voted unanimous approval of the following resolution:

> **RESOLVED that the minutes of the last regular meeting held on December 10, 2020 are approved as presented.**

III. FINANCIAL REPORT

A. Custodian Bank – PNC Bank, NA

Ms. Cochran noted a copy of the PNC Summary of Activity report for the period January 1, 2020 through December 31, 2020 is contained in the meeting booklet

B. Investment Performance Services, LLC ("IPS")

The Trustees welcomed Mr. Rich Sichel of IPS to the meeting.

Mr. Sichel reviewed his report titled, "Investment Performance Analysis – December 31, 2020" beginning with IPS' market commentary. Mr. Sichel noted the asset allocation as follows: 59.30% in Investment Grade Income, 35.70% in Short Duration High Yield Fixed Income, and 5.00% in cash and equivalents. The Atlanta Capital Bond Fund held $551,724 in investments, and the Chartwell Short Duration High Yield Fund held $332,745. The PNC Prime Money Market held $46,337.

The Trustees thanked Mr. Sichel for his report, and he was excused from the meeting.

IV. COUNSEL REPORT

Mr. DeLancey said there were no legal matters pending before the Board of Trustees at this time.

V. ADMINISTRATIVE MANAGER'S REPORT

Ms. Cochran presented the Administrative Manager's Report for the fourth quarter 2020. Such report showed employer contributions of $23,920, miscellaneous income of $0 and interest and dividend income of $6,277, producing a total income of $30,197 for the quarter. Benefit expenses were $14,566 and operating expenses were $5,688, producing a total expense of $20,254, resulting in a net surplus of $9,943 for the quarter. Ms. Cochran noted that contributions were made on behalf of 652 participants.

VI. INVOICES

Ms. Cochran presented a list of invoices dated March 26, 2021 for Trustee review. It was noted that there were no additions, deletions or changes to the list.

On MOTION made and seconded, the Trustees voted unanimous approval of the following resolution:

RESOLVED that the invoices on the list dated March 26, 2021 are approved for payment as presented.

VII. OTHER FUND BUSINESS

A. Blank Rome LLP Fee Request

Ms. Cochran noted receipt of an email dated February 3, 2021 in which Mr. DeLancey is requesting an increase in his hourly rate from $620.00 to $660.00. She said Mr. DeLancey has not had an increase in his hourly rate since March 19, 2015. The request represents an increase of 6.5%. Ms. Cochran noted that Co-Counsel's rate is also $660.00 per hour.

After a discussion, On MOTION made and seconded, the Trustees voted unanimous approval of the following resolution:

RESOLVED to approve the Blank Rome LLP hourly rate of $660.00 effective April 1, 2021.

B. Provider Report – Law Offices of Steven Sindler

Ms. Cochran said a copy of the report titled "Annual Report – For the Reporting Period January 1, 2020 to December 31, 2020" is contained in the meeting booklet. She reviewed the quarterly and total annual utilization for each benefit category, including the new case count, hours, and charges. There were 63 new cases in the 2020 Plan year, with 523.56 attorney hours, resulting in benefit payments totaling $57,591.60.

C. Cyber Liability Policy

The Trustees reviewed the proposal provided by NFP regarding the renewal of the Cyber Liability policy. Ms. Cochran noted the original policy expired March 12, 2021 but that the expiration date was extended until March 31, 2021 so that action could be taken at this meeting. There was one proposal from the incumbent carrier, Beazley. Ms. Cochran said there was a 16% increase in the premium due to overall industry losses, market trend inflation in claims adjustment cost, and the impact of the pandemic. She said the broker approached three other carriers and all declined to provide proposals.

After a discussion, on MOTION made and seconded, the Trustees voted unanimous approval of the following resolution:

> **RESOLVED to approve renewing the Cyber Liability Policy with Beazley for the period March 5, 2021 through March 5, 2022 with an annual premium of $2,441.10.**

Ms. Cochran advised that the policy covers the Warehouse Local 730 Pension and Welfare Trust Funds and that the premium would be pro-rated as directed by the Fund auditor.

D. Form 1099MISC

Ms. Cochran said the 1099MISC Forms were mailed on January 30, 2021.

VIII. NEXT MEETING DATE AND LOCATION

After discussion, the Trustees selected June 10, 2021 as their next regular meeting via teleconference.

IX. ADJOURNMENT

There being no additional business to come before the Trustees, the meeting was adjourned.

Respectfully submitted,

Michael Bull
Secretary