

**Carpenters Local No. 491
Training Fund**

Board of Trustees Meeting

September 7, 2022

CARPENTERS LOCAL NO. 491 TRAINING FUND

AGENDA

SEPTEMBER 07, 2022

A. ROLL CALL

B. MINUTES OF THE JUNE 15, 2022 BOARD MEETING

C. ADMINISTRATIVE REPORTS

1. Statement of Changes In Fund Balance (Apr - Jun, 2022)
2. Bills to be Approved and Paid (September 07, 2022)

D. UNFINISHED BUSINESS

1. Delinquent Employer Listing
2. The Millers
3. Payroll Audits

E. NEW BUSINESS

1. Questions
2. Date of Next Meeting - December 14, 2022

CARPENTERS LOCAL NO. 491
TRAINING FUND

REGULAR MEETING OF THE BOARD OF TRUSTEES

June 15, 2022

MINUTES

A regular meeting of the Trustees of the Carpenters Local No. 491 Training Fund was held at 9:00 a.m. on June 15, 2022, at the office of the Administrative Manager, Associated Administrators, LLC, 911 Ridgebrook Road, Sparks, Maryland 21152. Present were the following Trustees:

UNION TRUSTEES

Sandy Forstner
Bill Sproule
Robert Tarby

EMPLOYER TRUSTEES

Stephen deLeon
Mike Joyce
Todd Weitzman by phone

Also present were Brad Parsons, Esq., Counsel for the Union; David J. Jensen and Dawn Welch, Administrative Manager; Ira Marc Miller, CPA; and Steven I. Batoff, Attorney.

Mr. Batoff noted that the chairmanship and secretary change each June. Mr. Tarby nominated Bill Sproule to be chairman. By motion made by Mr. Tarby and seconded by Ms. Forstner, the Trustees unanimously agreed that Mr. Sproule should serve as chairman, and Mr. DeLeon should serve as secretary.

The following matters were discussed with the indicated action taken:

1. The minutes of the meeting of March 16, 2022, were approved as read after a motion was made by Mr. Tarby and seconded by Ms. Forstner.
2. The Administrative Manager reviewed with the Trustees the Administrative Manager's report for the three months ending March 31, 2022. The Fund balance as of March 31,

2022, was \$7,134.31. Upon motion duly made by Mr. DeLeon and seconded by Mr.

Tarby, the Administrative Manager's report was unanimously approved by the Trustees.

3. The Administrative Manager then reviewed with the Trustees the bills to be paid, as listed in an attachment to these minutes. Upon motion duly made by Mr. Joyce and seconded by Mr. Tarby, the Trustees unanimously approved payment of the aforementioned checks.

4. The following Delinquent Contractor Listing was reviewed by the Trustees and the Administrative Manager:

NONE

5. Mr. Jensen reviewed with the Trustees an update of the payroll audits as of June 15, 2022. Mr. Jensen reported that both Brede and Nextshow have paid.

6. Mr. Batoff then updated the Trustees regarding the collection against Mr. and Mrs. Miller to enforce the judgment against them.

There being no further business, the meeting was thereupon adjourned at 9:18 a.m. with the next meeting scheduled for September 7, 2022, at 9:00 a.m.

Respectfully submitted,



Steven I. Batoff
Secretary of the Meeting

CARPENTERS LOCAL NO. 491 TRAINING FUND
STATEMENT OF CHANGE IN FUND BALANCE - CASH BASIS
FOR THE SIX MONTHS ENDED JUNE 30, 2022

	<u>April</u>	<u>May</u>	<u>June</u>	<u>Year To Date</u>
Additions				
Employer Contributions - Baltimore	\$ 9,595.68	\$ 7,065.70	\$ 5,232.19	\$ 32,205.31
Employer Contributions - Washington	14,551.54	24,844.02	17,725.80	82,354.21
Interest Income - Checking	-	-	-	-
Total Additions	<u>24,147.22</u>	<u>31,909.72</u>	<u>22,957.99</u>	<u>114,559.52</u>
Deductions				
Administration	4,250.00	-	-	7,250.00
Advertising	-	-	-	-
Audit Fees	-	-	-	-
Payroll Audit	926.25	-	-	926.25
Committee Meeting Expenses	-	-	-	-
Conference	-	-	-	-
Drug Testing	-	-	-	-
Fidelity Bond	-	-	-	-
Fiduciary Liability Insurance	-	-	-	194.96
Cyber Liability Insurance	-	-	-	-
Legal Fees	-	-	-	-
Settlement	-	-	-	-
Office Expenses	-	-	-	-
Dues	-	-	-	-
Petty Cash	-	-	-	-
Postage	1.06	-	-	1.06
Printing	-	-	-	-
School Supplies	-	-	-	-
Training Class Expense	-	-	-	-
Trainee Committee Fees	-	-	-	-
Transfer to JCAE	18,969.91	30,757.05	22,957.99	105,034.58
Transfer to BCJAC	-	-	-	-
Bank Service Charges	290.58	(164.42)	284.29	1,272.54
Total Deductions	<u>24,437.80</u>	<u>30,592.63</u>	<u>23,242.28</u>	<u>114,679.39</u>
Net Increase (Decrease)	<u>\$ (290.58)</u>	<u>\$ 1,317.09</u>	<u>\$ (284.29)</u>	<u>\$ (119.87)</u>
Fund Balance - December 31, 2021				7,996.40
Fund Balance - June 30, 2022				<u>\$ 7,876.53</u>
Statement of Fund Balance - Cost Basis				
Cash - PNC - Operating				\$ 7,876.53
Due to Benefit Fund				-
Due To JCAC				-
				<u>\$ 7,876.53</u>

CARPENTERS LOCAL NO. 491 TRAINING FUND
BILLS TO BE APPROVED AND PAID
OPERATING ACCOUNT
September 7, 2022

<u>Payee/Purpose</u>	<u>Period</u>	<u>Check #</u>	<u>Amount</u>
1. Joint Carpentry Apprenticeship Committee Contributions	5/22	1014	30,757.05
2. Joint Carpentry Apprenticeship Committee Contributions	6/22	1015	22,957.99
3. Associated Administrators, LLC Administration Fee	7/22 - 9/22	1016	4,250.00
4. Associated Administrators, LLC Printing - Envelopes		1017	3.66
5. Joint Carpentry Apprenticeship Committee Contributions	7/22	1018	25,806.41
			<u>\$ 83,775.11</u>

**CARPENTERS DELINQUENCY LIST
AS OF
SEPTEMBER 1, 2022**

- 1) If Local has "X" in a block, please indicate "Worked" or "No Men"
2) Please fax updates to Ramona at 410-683-7794

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