

**Carpenters Local No. 491
Training Fund**

Board of Trustees Meeting

December 14, 2022

CARPENTERS LOCAL NO. 491 TRAINING FUND
AGENDA
DECEMBER 14, 2022

A. ROLL CALL

B. MINUTES OF THE SEPTEMBER 7, 2022 BOARD MEETING

C. ADMINISTRATIVE REPORTS

1. Statement of Changes In Fund Balance (Jul - Sep, 2022)
2. Bills to be Approved and Paid (December 14, 2022)

D. UNFINISHED BUSINESS

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

E. NEW BUSINESS

1. Questions
2. Date of Next Meeting - March, 2023

CARPENTERS LOCAL NO. 491
TRAINING FUND

REGULAR MEETING OF THE BOARD OF TRUSTEES

September 7, 2022

MINUTES

A regular meeting of the Trustees of the Carpenters Local No. 491 Training Fund was held at 9:00 a.m. on September 7, 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

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.

The following matters were discussed with the indicated action taken:

1. The minutes of the meeting of June 15, 2022, were approved as read after a motion was made by Mr. Tarby and seconded by Mr. deLeon.
2. The Administrative Manager reviewed with the Trustees the Administrative Manager's report for the six months ending June 30, 2022. The Fund balance as of June 30, 2022, was \$7,876.53. 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. deLeon and

seconded by Ms. Forstner, the Trustees unanimously approved payment of the
aforementioned checks.

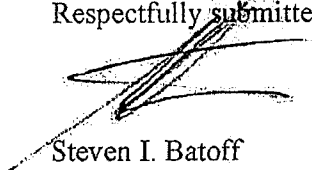
4. The following Delinquent Contractor Listing was reviewed by the Trustees and the
Administrative Manager:

NONE

5. Mr. Jensen informed the Trustees that there were no recent payroll audits.
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 December 14, 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 NINE MONTHS ENDED SEPTEMBER 30, 2022

	July	August	September	Year To Date
Additions				
Employer Contributions - Baltimore	\$ 5,523.14	\$ 2,246.23	\$ 2,697.24	\$ 42,671.92
Employer Contributions - Washington	25,156.80	12,283.37	10,780.29	130,574.67
Interest Income - Checking	-	-	-	-
Total Additions	<u>30,679.94</u>	<u>14,529.60</u>	<u>13,477.53</u>	<u>173,246.59</u>
Deductions				
Administration	4,250.00	-	-	11,500.00
Advertising	-	-	-	-
Audit Fees	-	-	-	-
Payroll Audit	-	-	-	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
Printing	3.66	-	-	3.66
School Supplies	-	-	-	-
Training Class Expense	-	-	-	-
Trainee Committee Fees	-	-	-	-
Transfer to JCAE	25,806.41	13,741.26	12,685.27	157,267.52
Transfer to BCJAC	-	-	-	-
Bank Service Charges	288.34	292.26	287.48	2,140.62
Total Deductions	<u>30,348.41</u>	<u>14,033.52</u>	<u>12,972.75</u>	<u>172,034.07</u>
Net Increase (Decrease)	<u>\$ 331.53</u>	<u>\$ 496.08</u>	<u>\$ 504.78</u>	<u>\$ 1,212.52</u>
Fund Balance - December 31, 2021				7,996.40
Fund Balance - September 30, 2022				<u>\$ 9,208.92</u>
Statement of Fund Balance - Cost Basis				
Cash - PNC - Operating				\$ 9,208.92
Due to Benefit Fund				-
Due To JCAC				-
				<u>\$ 9,208.92</u>

UNAUDITED FINANCIAL REPORT

CARPENTERS LOCAL NO. 491 TRAINING FUND
BILLS TO BE APPROVED AND PAID
OPERATING ACCOUNT
December 14, 2022

<u>Payee/Purpose</u>	<u>Period</u>	<u>Check #</u>	<u>Amount</u>
1. Joint Carpentry Apprenticeship Committee Contributions	8/22	1019	13,741.26
2. Joint Carpentry Apprenticeship Committee Contributions	9/22	1020	12,685.27
3. Associated Administrators, LLC Administration Fee	10/22 - 12/22	1021	4,250.00
4. Ira Marc Miller & Company, P.A. Progress Billing - Audit	12/21	1022	2,000.00
5. Schoenfeld Insurance Associates, Inc. Crime Policy Renewal - 2023		1023	500.00
6. Joint Carpentry Apprenticeship Committee Contributions	10/22	1024	26,141.44
7. Ira Marc Miller & Company, P.A. Final Billing - Audit	12/21	1025	1,750.00
			<u>\$ 61,067.97</u>

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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