

**United Food and Commercial Workers Unions  
And Contributing Employers  
Legal Benefits Fund**

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**MINUTES OF THE MEETING OF THE  
BOARD OF TRUSTEES OF THE  
UFCW UNIONS AND CONTRIBUTING EMPLOYERS  
LEGAL BENEFITS FUND  
LANDOVER, MARYLAND  
DECEMBER 5, 2024  
(DRAFT)**

The following Trustees were present:

**UNION TRUSTEES**

T. Hipkins  
B. McKiver

**EMPLOYER TRUSTEES**

W. Seehafer- Chairperson  
M. Lucki

Also present were:

J. Chorpenning – UFCW Local 27  
M. Federici – UFCW Local 400  
J. Herron – Associated Administrators, LLC  
C. Hoffman – UFCW Local 400  
J. Ianniello – Associated Administrators, LLC  
C. Murphy – Associated Administrators, LLC  
S. Sanchez – Slevin & Hart, P.C.

**I. CALL TO ORDER**

A quorum being present, Chairman Seehafer called the meeting to order.

**A. Appointment of Trustee**

Mr. Ianniello reported receiving correspondence from Shoppers appointing Mr. Marty Lucki as an Employer Trustee, replacing Elizabeth Fiergola, effective December 4, 2024.

**II. MINUTES**

The Trustees reviewed the previously circulated minutes of the last regular meeting held on September 13, 2024.

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

**RESOLVED, that the minutes of the regular meeting held on September 13, 2024, are approved as presented.**

**III. FINANCIAL REPORT**

**A. PNC Bank**

Mr. Ianniello reviewed the financial report. The report indicated a market value of \$15,688 on September 30, 2024. As of December 5, 2024, the current balance is \$4,357.08, with no outstanding invoices.

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

**RESOLVED, to approve the financial report as submitted.**

**IV. ATTORNEY'S REPORT**

**A. Cybersecurity Update**

Ms. Sanchez reported on the cybersecurity addenda and questionnaires sent to Fund providers.

**B. Reviewed Form 990 and Summary Annual Report**

Ms. Sanchez reported on the Form 990 and Summary Annual Report.

**V. ADMINISTRATIVE MANAGER'S REPORT 3<sup>RD</sup> QUARTER**

**A. Third Quarter 2024**

Mr. Ianniello reviewed the Administrative Manager's report for the Third Quarter of 2024. The report indicated income of \$52,978 and expenses of \$58,839, resulting in a deficit of \$5,861 for the quarter. Mr. Ianniello noted that contributions were made on behalf of 724 Plan participants for the quarter.

Mr. Ianniello reported no delinquencies for the third quarter of 2024.

**B. Invoices**

Mr. Ianniello presented a list of invoices dated December 5, 2024. He noted 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 September 13, 2024, are approved for payment.**

**VI. OTHER FUND BUSINESS**

**A. IFEBP Renewal**

Mr. Ianniello presented the IFEBP membership renewals.

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

**RESOLVED, to renew the Fund's membership with IFEBP for \$1,825.00, with the cost to be split three ways between the Pension, Health & Welfare, and Legal Fund.**

**B. Akman Renewal**

The Trustees discussed Akman & Associates' renewal proposal, which was tabled from the previous meeting.

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

**RESOLVED, to increase Akman's rate by 3% effective February 1, 2025 and by an additional 3% effective February 1, 2026.**

**C. Associated Administrators Renewal**

Mr. Ianniello stated that Associated Administrators, LLC's contract expires on December 31, 2024. He presented a request for a three-year extension of the contract and reviewed the request for renewal.

After discussion,

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

**RESOLVED to approve the renewal of the three-year contract with Associated Administrators LLC at the following rates per year:**

| <b>Legal Fund</b> | <b>Current Fee<br/>PPPM</b> | <b>1/1/25 -<br/>12/31/25<br/>PPPM</b> | <b>1/1/26-<br/>12/31/26<br/>PPPM</b> | <b>1/1/27 -<br/>12/31/27<br/>PPPM</b> |
|-------------------|-----------------------------|---------------------------------------|--------------------------------------|---------------------------------------|
| Legal Fund        | \$1.78                      | \$1.83                                | \$1.89                               | \$1.95                                |

**VII. 2025 MEETING DATES & LOCATIONS**

After discussion, The Trustees selected the following dates and meeting locations for 2025:

March 19, 2025 – 10:00 a.m. – Virtual

June 25, 2025 – 10:00 a.m. – Virtual

September 25, 2023 – 9:00 a.m. Landover, Maryland

December 5, 2023 – 10:00 a.m. – Virtual

**VIII. ADJOURNMENT**

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

Respectfully Submitted,

Tom Hipkins, Secretary