

**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  
VIA VIDEO CONFERENCE  
MARCH 26, 2026  
(DRAFT)**

The following Trustees were present:

**UNION TRUSTEES**

T. Hipkins  
B. McKiver

**EMPLOYER TRUSTEES**

W. Seehafer- Chairperson

Also present were:

M. Akman – Akman & Associates  
J. Herron – Associated Administrators, LLC  
J. Ianniello – Associated Administrators, LLC  
S. Sanchez – Slevin & Hart, P.C.  
A.M. Sims - Associated Administrators, LLC

**I. CALL TO ORDER**

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

**II. MINUTES**

Mr. Ianniello presented the previously circulated minutes from the regular meeting on December 17, 2025, which had been previously circulated and,

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

**RESOLVED, that the minutes of the regular meeting held on  
December 17, 2025, are approved as presented.**

### **III. FINANCIAL REPORT**

#### **A. PNC Bank**

Mr. Ianniello reviewed the financial report. The report showed a market value of \$2,078 as of January 1, 2026 and \$1,007 as of February 27, 2026.

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

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

### **IV. LEGAL PROVIDER REPORT**

The Trustees welcome Mr. Matt Akman of Akman & Associates to the meeting.

Mr. Akman reviewed his firm's UFCW Unions and Contributing Employers Legal Benefits Fund Annual Report for the period from January 1, 2025, through December 31, 2025. He noted that Akman & Associates opened 252 cases during this period, resulting in 1,150.05 attorney hours and 842.95 paralegal hours. Consumer law had the most cases opened, followed by estate planning.

The Trustees thanked Mr. Akman for his report and excused him from the meeting.

### **V. ATTORNEY'S REPORT**

#### **A. Cybersecurity**

Ms. Sanchez reported on the Fund's vendors that have responded to the Fund's cybersecurity questionnaire and on the cybersecurity addenda for Fund providers.

#### **B. Payroll Audit Engagement Letter**

Ms. Sanchez reported on the payroll audit engagement letter with Withum.

**VI. ADMINISTRATIVE MANAGER'S REPORT 4th QUARTER**

**A. Fourth Quarter 2025**

Mr. Ianniello reviewed the Administrative Manager's Fourth Quarter 2025 report. The report showed income of \$46,911 and expenses of \$46,121, resulting in a \$790 surplus for the quarter. Mr. Ianniello noted that contributions were made on behalf of 635 Plan participants during the quarter.

Mr. Ianniello reported no delinquencies for the fourth quarter of 2025.

**B. Invoices**

Mr. Ianniello presented a list of invoices dated March 26, 2026, and noted no additions, deletions, or changes to it.

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

**RESOLVED, that the invoices listed, dated March 26, 2026, are approved for payment.**

**VII. OTHER FUND BUSINESS**

**A. Fiduciary Liability Renewal**

Mr. Ianniello presented the proposed fiduciary insurance renewal with Encore/Hudson for a \$500,000 limit of liability and a premium of \$3,127.

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

**RESOLVED to renew the Fund's Fiduciary Liability Policy with Encore/Hudson from 4/30/2026 through 4/30/2027 at a limit of liability of \$500,000 and a premium of \$3,127.**

**VIII. 2026 MEETING DATES & LOCATIONS**

The next regular Board meeting is scheduled for June 23, 2026, via Zoom.

**IX. ADJOURNMENT**

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

Respectfully Submitted,

Tom Hipkins, Secretary