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

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AGENDA

JUNE 14, 2021

I. CALL TO ORDER

II. MINUTES OF MARCH 18, 2021 (pg. 1 – 5)

III. FINANCIAL REPORT (pg. 6)
   A. PNC REPORT

IV. ATTORNEY'S REPORT

V. ADMINISTRATIVE MANAGER'S REPORT - (1Q21) (pg. 7 – 13)

VI. INVOICES (pg. 14)

VII. OTHER FUND BUSINESS
   A. MAINTENANCE OF BENEFIT
   B. MISCELLANEOUS CORRESPONDENCE

VIII. NEXT MEETING DATE AND LOCATION

IX. ADJOURNMENT

MINUTES

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MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE UFCW UNIONS AND CONTRIBUTING EMPLOYERS LEGAL BENEFITS FUND MARCH 18, 2021 VIA VIDEO CONFERENCE

The following Trustees were present:

UNION TRUSTEES
A. Hanson

EMPLOYER TRUSTEES
W. Seehafer - Chairperson
J. Ferrer

Also present were:

M. Akman – Akman & Associates
M. Buckberg - Withum
J. Chorpenning - UFCW Local 27
M. Federici - UFCW Local 400
J. Ianniello – Associated Administrators, LLC
C. Murphy – Associated Administrators, LLC
S. Sanchez - Slevin & Hart, P.C.
B. Slevin - Slevin & Hart, P.C.

I. CALL TO ORDER

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

A. APPOINTMNENT OF TRUSTEE

Mr. Ianniello reported that he had received correspondence executed by Mr. Seehafer appointing John Ferrer as a Legal Fund Trustee effective December 6, 2020. Mr. Ferrer also executed the document accepting the appointment. The Trustees welcomed Mr. Ferrer to the Board.

B. Trustee Proxy

Mr. Hipkins gave his proxy to Trustee Hanson to act in all matters that come before the Trustees for this meeting.

II. MINUTES

The Trustees reviewed the minutes of the last regular meeting held on September 24, 2020, which were previously circulated and,

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 September 24, 2020 are approved as presented.**

III. FINANCIAL REPORT

A. PNC Bank

Mr. Ianniello reviewed the PNC Summary of Activity report for the period January 1, 2020 through December 31, 2020, which had been previously circulated. Such report indicated a beginning market value of $85,979, earnings of $203, receipts of $233,297, and disbursements of $286,651, producing an ending market balance of $32,828 as of December 31, 2020.

B. Auditor's Report

1. 2019 Financial Statements

The Trustees welcomed Mr. Mark Buckberg of Withum to the meeting.

Mr. Buckberg presented the audited Financial Statements for the year ended December 31, 2019. He noted that Net Assets Available for Benefits on December 31, 2018 were $84,964. Total additions for the year ended December 31, 2019 were $350,625. Total deductions were $375,720. There was a net decrease of Assets Available for Benefits of $21,154, producing an Excess of Net Assets available for benefits over benefit obligations of $33,762 as of December 31, 2019. Mr. Buckberg reviewed the Notes to Financial Statements and the Schedule of Employer Contributions. Mr. Buckberg stated that his firm rendered an unmodified opinion on the Fund's financial statements.

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

RESOLVED, to accept the 2019 financial statements, as presented.

IV. ADMINISTRATIVE MANAGER'S REPORT

A. Third Quarter 2020

Mr. Ianniello reviewed the Administrative Manager's report for the Third Quarter 2020, which was previously circulated. Such report indicated employer contributions of $49,504 and interest and dividend income of $6, producing a total income of $49,510 for the period. Expenses included $48,328 in benefit related expenses and $4,496 in operating expenses producing a total expense of $52,824. This resulted in a net deficit of $3,314 for the quarter. Mr. Ianniello noted that contributions were made on behalf of 817 plan participants for the quarter. Fund reserves as of September 30, 2020 were $52,211.

Mr. Ianniello reported that there were no delinquencies for the third quarter 2020.

B. Fourth Quarter 2020

Mr. Ianniello reviewed the Administrative Manager's report for the Fourth Quarter 2020, which was previously circulated. Such report indicated employer contributions of $48,400 and interest and dividend income of $1, producing a total income of $48,401 for the period. Expenses included $46,104 in benefit related expenses and $20,245 in operating expenses, producing a total expense of $66,349. This resulted in a net deficit of $17,948 for the quarter. Mr. Ianniello noted that contributions were made on behalf of 800 plan participants for the quarter. Fund reserves as of December 31, 2020 were $32,828.

Mr. Ianniello reported that there were no delinquencies for the fourth quarter 2020.

Mr. Ianniello reviewed the work snapshot for the third and fourth quarters of 2020.

V. INVOICES

Mr. Ianniello presented a list of invoices dated March 18, 2021. He said 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 18, 2021 are approved for payment.**

VI. AKMAN & ASSOCIATES, P.C.

The Trustees welcomed Mr. Matt Akman from Akman & Associates, P.C. to the meeting.

A. 2020 Annual Report

Mr. Akman reviewed the UFCW Unions and Contributing Employers Legal Benefits Fund Annual Report for the period January 1, 2020 through December 31, 2020. Mr. Akman noted that 347 cases were opened during the period, generating 1,564.75 attorney hours and 1,189.10 paralegal hours. Consumer law represented the highest number of cases opened, followed by estate planning. He further noted that the number of cases had declined sharply during the Covid-19 pandemic but were coming back up as restrictions eased.

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

VII. OTHER FUND BUSINESS

A. Fund Deficit

Mr. Ianniello noted that the Fund had a reduction in assets due to lower overall participant counts. He noted that many Fund expenses do not decrease with decreased participant numbers and, therefore, the Fund's reserve is shrinking. He asked the Trustees' for direction regarding this issue. The Trustees instructed Mr. Ianniello to send an email to the Trustees and Co-Counsel upon receipt of the First Quarter 2021 Administrative Manager's report to advise them of the Fund's assets and to schedule a Legal Fund meeting for June 14, 2021 to discuss this issue.

VIII. NEXT MEETING DATE AND LOCATION

After discussion, the Trustees scheduled their next meeting for June 14, 2021, to be held via video conference.

IX. ADJOURNMENT

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

Respectfully Submitted,

William Seehafer, Chairman

FINANCIAL REPORT

UFCW & Contributing Employers Legal Benefits Fund
SUMMARY OF ACTIVITY
JANUARY 01, 2021 to March 31, 2021

Item	Amount
Market Value 01/01/21	$32,828
Earnings	1
Receipts	47,306
Disbursements	(48,380)
Market Value 3/31/21	31,755

PNC BANK

ADMINISTRATIVE MANAGER'S REPORT

UFCW UNIONS AND CONTRIBUTING

EMPLOYERS LEGAL BENEFITS FUND

FIRST QUARTER 2021

ADMINISTRATIVE MANAGER'S REPORT

FIRST QUARTER 2021
CONTRIBUTIONS

COMPANY	RATE	CONTRACT	PARTICIPANTS	CONTRIBUTIONS
SHOPPERS	$22.08	MOB	595	$39,433
SHOPPERS[1]	11.04	MOB	148	4,880
UFCW LOCAL 400	22.08	MOB	43	2,870
TOTAL			786	$47,183

AVERAGE MONTHLY CONTRIBUTION $20.01

[1]EMPLOYEES HIRED ON OR AFTER MAY 1, 2015

FIRST QUARTER 2021
EXPENSES

PROVIDER

	AMOUNT		AVERAGE MONTHLY COST		PERCENTAGE
AKMAN & ASSOCIATES	$42,303		$17.940		91.30%
SUBTOTAL	$42,303		$17.940		91.30%

OPERATING EXPENSES

	AMOUNT		AVERAGE MONTHLY COST		PERCENTAGE
ADMINISTRATION	$3,842		$1.629		8.292%
INVESTMENT MGMT	63		0.027		0.136%
LEGAL	101		0.043		0.218%
POSTAGE	15		0.006		0.032%
PRINTING	12		0.005		0.026%
SUBTOTAL	$4,033		$1.710		8.70%
TOTAL	$46,336		$19.650		100.00%

FIRST QUARTER 2021
QUARTERLY RECAP

	FIRST 2021	SECOND 2021	THIRD 2021	FOURTH 2021	TOTAL
EMPLOYER CONTRIB	$47,183				$47,183
EMPLOYEE CONTRIB	0				0
INTEREST/DIVIDENDS	1				1
TOTAL INCOME	$47,184	$0	$0	$0	$47,184

EXPENSES

	FIRST 2021	SECOND 2021	THIRD 2021	FOURTH 2021	TOTAL
PROVIDERS	$42,303				$42,303
OPERATING	4,033				4,033
TOTAL EXPENSES	$46,336	$0	$0	$0	$46,336

	FIRST 2021	SECOND 2021	THIRD 2021	FOURTH 2021	TOTAL
TOTAL INCOME	$47,184	$0	$0	$0	$47,184
TOTAL EXPENSES	$46,336	$0	$0	$0	$46,336
SURPLUS (DEFICIT)	$848	$0	$0	$0	$848

	FIRST 2021	SECOND 2021	THIRD 2021	FOURTH 2021	TOTAL
AVERAGE INCOME	$20.01	$0.00	$0.00	$0.00	$20.01
AVERAGE EXPENSES	$19.65	$0.00	$0.00	$0.00	$19.65
SURPLUS (DEFICIT)	$0.36	$0.00	$0.00	$0.00	$0.36

	FIRST 2021	SECOND 2021	THIRD 2021	FOURTH 2021	TOTAL
PARTICIPANTS	786				786

	FIRST 2021	SECOND 2021	THIRD 2021	FOURTH 2021
FUND RESERVE	$31,755			

2020
QUARTERLY RECAP

	FIRST 2020	SECOND 2020	THIRD 2020	FOURTH 2020	TOTAL
EMPLOYER CONTRIB	$72,865	$50,520	$49,504	$48,400	$221,289
EMPLOYEE CONTRIB	0	0	0	0	0
INTEREST/DIVIDENDS	234	44	6	1	285
TOTAL INCOME	$73,099	$50,564	$49,510	$48,401	$221,574

EXPENSES

	FIRST 2020	SECOND 2020	THIRD 2020	FOURTH 2020	TOTAL
PROVIDERS	$61,325	$49,710	$48,328	$46,104	$205,467
OPERATING	29,556	4,047	4,496	20,245	58,344
TOTAL EXPENSES	$90,881	$53,757	$52,824	$66,349	$263,811

	FIRST 2020	SECOND 2020	THIRD 2020	FOURTH 2020	TOTAL
TOTAL INCOME	$73,099	$50,564	$49,510	$48,401	$221,574
TOTAL EXPENSES	$90,881	$53,757	$52,824	$66,349	$263,811
SURPLUS (DEFICIT)	($17,782)	($3,193)	($3,314)	($17,948)	($42,237)

	FIRST 2020	SECOND 2020	THIRD 2020	FOURTH 2020	TOTAL
AVERAGE INCOME	$20.05	$20.16	$20.20	$20.17	$20.15
AVERAGE EXPENSES	$24.93	$21.43	$21.55	$27.65	$23.89
SURPLUS (DEFICIT)	($4.88)	($1.27)	($1.35)	($7.48)	($3.74)

	FIRST 2020	SECOND 2020	THIRD 2020	FOURTH 2020	TOTAL
PARTICIPANTS	1,215	836	817	800	917

	FIRST 2020	SECOND 2020	THIRD 2020	FOURTH 2020
FUND RESERVE	$58,396	$55,221	$52,211	$32,828

FIRST QUARTER 2021
UTILIZATION

AKMAN & ASSOCIATES

CODE	TYPE	CASES* OPEN	ATTORNEY HOURS	PARALEGAL HOURS	SURCHG.
01	FAMILY	12	56.30	45.90	
02	PROBATE	3	8.30	11.35	
03	WILL	14	42.35	39.35	
04	NEGLIGENCE	5	14.70	22.75	
05	REAL ESTATE	9	33.50	19.55	
06	CONSUMER	17	73.55	65.50	
07	CRIMINAL	4	18.60	6.20	
08	TRAFFIC	6	29.45	8.50	
09	LANDLORD/TENANT	4	18.20	9.85	
10	ADMINISTRATIVE	4	15.70	8.80	
11	IMMIGRATION	0	0.00	0.00	
12	MISCELLANEOUS	0	0.00	0.00	
13	WORKER'S COMP.	0	0.00	0.00	
14	JUVENILE	3	14.95	3.00	
15	CIVIL LITIGATION	0	0.00	0.00	
16	T CASES	0	0.00	0.00	
TOTAL		81	325.60	240.75	$0

ALL HOURS	566.35
ADJUSTED HOURS	445.98
PAYMENT	$42,303
COST PER HOUR	$94.85

* CASES OPEN DURING QUARTER. HOURS REFLECT NEWLY OPENED CASES AND PRIOR CASES.

FIRST QUARTER 2021
DELINQUENCIES

<u>None</u>

INVOICES

UFCW UNIONS AND CONTRIBUTING EMPLOYERS LEGAL BENEFITS FUND

INVOICES

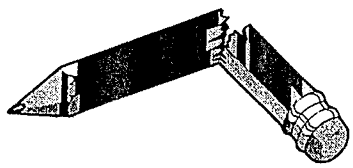
JUNE 14, 2021

1. **SEGAL SELECT**

04/26/21	For renewal of Fidelity Bond through Chubb for the period April 26, 2021 through April 26, 2024	$ 689.00
04/30/21	For renewal of fiduciary insurance through Chubb (second installment) for the period April 30, 2021 – April 30, 2022	$ 3,688.00

2. **SLEVIN & HART, P.C.**

04/30/21	For Professional Services rendered through March 31, 2021	$ 1,148.00
05/31/21	For Professional Services rendered through April 30, 2021	$ 979.00



MEETING NOTES