United Food and Commercial Workers and Food Employers Labor Relations Association Severance Plan

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A Program of the
FELRA and UFCW
VEBA Fund

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MINUTES OF THE MEETING OF THE COMMITTEE MEMBERS
OF THE UFCW & FELRA SEVERANCE FUND
HELD VIA VIDEO CONFERENCE
SEPTEMBER 27, 2021

The following Committee Members were present:

Union Committee Members
J. Hack
M. Wilson

Employer Committee Members
J. Paradis
D. Dosenbach
M. Goble

Also present were:

Y. Anwar – UFCW Local 400
J. Chorpenning – UFCW Local 27
M. Federici – UFCW Local 400
A. Hanson – UFCW Local 400
J. Harrison – UFCW Local 27
D. Jensen – Associated Administrators, LLC
G. Kalwarski – Cheiron
M. Kreps – Groom Law Group
C. McDonough – Investment Performance Services
R. McKnight – Associated Administrators, LLC
C. Murphy – Associated Administrators, LLC
S. Sanchez – Slevin & Hart, P.C.
A. Sims – Associated Administrators, LLC
B. Slevin – Slevin & Hart, P.C.
L. Walsh – Associated Administrators, LLC
K. Woodrich – Cheiron
C. Mietlicki - Cheiron
A. Yu – Investment Performance Services

I. CALL TO ORDER

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

A. Proxy

Ms. Sims reported that Committee Members Hill and Hipkins were unable to attend the meeting and had provided their proxy to Committee Member Hack to act in all matters coming before the Committee.

II. MINUTES

The Committee Members reviewed the minutes of the last regular meeting held on June 22, 2021 and the appeals committee meetings held on July 6, 2021 and September 2, 2021 which were pre-circulated.

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

> **RESOLVED, that the minutes of the regular meeting held on June 22, 2021 and the Appeals committee meetings held on July 6, 2021 and September 2, 2021 are approved as presented.**

III. FINANCIAL REPORT

A. PNC Bank

Ms. Sims reviewed the PNC Summary of Activity Report for the period January 1, 2021 through August 31, 2021. Such report indicated a beginning market value of $2,719,092, an investment gain of $2,446, receipts of $3,133,645 and disbursements of $2,537,602, producing an ending market value of $3,317,581 as of August 31, 2021.

B. Investment Performance Services ("IPS")

The Committee Members welcomed Mr. Chris McDonough and Ms. Angela Yu of IPS to the meeting.

1. Master Consulting Report – June 30, 2021

Mr. McDonough presented the Master Consulting Report for the quarter ending June 30, 2021. Such report indicated a beginning market value of $3,942,373, net cash flow of negative $316,528, and a net investment gain of $10,365, resulting in an ending market value of $3,636,210 for the period ending June 30, 2021. The year-to-date performance was negative 0.2% through June 30, 2021, gross of fees.

2. Preliminary Performance Update – July 31, 2021

Mr. McDonough reviewed the Preliminary Performance Report for the period ending July 31 2021. Such report indicated a beginning market value of $3,636,210, net cash flow of negative $58,094, and a net investment gain of $5,206, resulting in an ending market value of $3,583,321. The year-to-date performance through July 31, 2021 was negative 0.1%, gross of fees.

The Committee Members thanked the representatives of IPS for their report and they were excused from the meeting.

IV. ACTUARY'S REPORT

The Committee Members welcomed Mr. Christopher Mietlicki of Cheiron to the meeting.

Mr. Mietlicki presented the 2021 Valuation Results dated September 27, 2021. Mr. Mietlicki reviewed historical information regarding the Plan, including assets and liabilities, participant counts and cash flows back to the year 2000. Mr. Mietlicki also discussed the future projection of payments and contribution calls that are likely to continue past 2035. He stated that the assets as of January 1, 2021 were $2,700,000, compared to $3,100,000 as of January 1, 2020.

The Trustees thanked Mr. Mietlicki and excused him from the meeting.

V. ATTORNEY'S REPORT

A. Actuarial Valuation

Ms. Sanchez reported on the Actuarial Valuation format.

B. IRS Intent to Levy Notice

Ms. Sanchez reported on the IRS Intent to Levy notice received by the Fund.

VI. ADMINISTRATIVE MANAGER'S REPORT

A. Second Quarter 2021 Report

Ms. Sims presented the Administrative Manager's Second Quarter 2021 Report. Such report indicated contribution income of $1,317, allocated contributions of $866,748, and interest income of $6,628, producing a total income of $874,693. Total expenses were $1,185,304, producing a deficit of $310,611 for the quarter. She noted that hours were recorded on behalf of 17 active Plan participants.

Ms. Sims reviewed the severance applications contained in the Administrative Manager's Second Quarter 2021 Report.

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

> **RESOLVED, that the Severance applications contained in the Administrative Manager's Second Quarter 2021 Report are recommended for payment.**

VII. INVOICES

Ms. Sims presented a list of invoices dated September 27, 2021. It was noted there were no additions, deletions or changes to the list.

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

> **RESOLVED, that the invoices on the list dated September 27, 2021 are recommended for approval as presented.**

VIII. NEXT MEETING DATE AND LOCATION

After discussion, the Committee Members noted that the next meeting is scheduled for December 15, 2021. The meeting will be held via video conference.

IX. ADJOURNMENT

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

Respectfully Submitted,

Anne-Marie Sims

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