

SALEM RETIREMENT BOARD
OPEN SESSION MEETING MINUTES
JANUARY 24, 2024
12:00 P.M.

In attendance at this regular meeting of the Salem Retirement Board (“the Board”), via Teams webinar, were Anna E. Freedman (Chair), Robert W. Callahan, Sarah M. Hayes, Lisa J.B. Peterson, and Matt Veno. Also in attendance were Deputy Director Jamie Godjikian and Executive Director Paul Findlen.

Remote Participation Announcement

Ms. Freedman announced that, “pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the passage of Section 4 of Chapter 107 of the Acts of 2022 on July 16, which includes an extension, until March 31, 2025, as amended by the passage of Chapter 2 of the Acts of 2023, of the remote meeting provisions of his March 12, 2020, Executive Order Suspending Certain Provisions of the Open Meeting Law, this meeting of the Salem Contributory Retirement Board is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. Persons who would like to listen or view this meeting while in progress may do so by visiting <https://microsoft.com/microsoftteams>, entering meeting ID # ‘210 906 065 720’ as directed on the webpage, and clicking ‘Join’. Follow the on-screen instructions to join the meeting. You can also dial a toll-free phone number at 1-872-212-4377 to join the meeting. When prompted, enter Phone Conference ID # ‘809 994 368#’ and then follow the instructions to join the meeting. All votes taken by this body shall be by roll call vote. To offer public comment, participants may click the ‘Raise Hand’ button or, if on the phone, may press *5 to raise their hand to speak.”

I. Regular Matters of Business

Meeting Minutes

The minutes of the previous Board meeting, held on December 19, 2023, were reviewed. On a motion made by Ms. Peterson and seconded by Mr. Veno, the Board voted by roll call: Ms. Freedman, yes, Mr. Callahan, yes, Ms. Hayes, yes, Ms. Peterson, yes, Mr. Veno, yes, to approve the December regular meeting minutes as submitted.

December Warrants

On a motion made by Mr. Callahan and seconded by Mr. Veno, the Board voted by roll call: Ms. Freedman, yes, Mr. Callahan, yes, Ms. Hayes, yes, Ms. Peterson, yes, Mr. Veno, yes, to approve the December warrants as submitted.

January Warrants

On a motion made by Mr. Callahan and seconded by Ms. Hayes, the Board voted by roll call: Ms. Freedman, yes, Mr. Callahan, yes, Ms. Hayes, yes, Ms. Peterson, yes, Mr. Veno, yes, to approve the January warrants as submitted.

Applications to Purchase Service

There were no applications to purchase service that required the Board’s approval.

Recent Enrollments

Mr. Findlen informed the board that the January new enrollments will be presented along with the February enrollments at the February regularly schedule board meeting.

Benefit Calculation Results

On a motion made by Mr. Callahan and seconded by Mr. Veno, the Board voted by roll call: Ms. Freedman, yes, Mr. Callahan, yes, Ms. Hayes, yes, Ms. Peterson, yes, Mr. Veno, yes, to approve the benefit calculation results for Thomas Boucher; Paul Ventresca; Katherine Kindler; Kevin Tobin; and Clint Larrabee.

II. Treasurer's Report

Mr. Findlen informed he board that, the at the December treasurer's reconciliation will be presented at the February regular schedule Board meeting.

III. Executive Director's Report

Mr. Findlen presented the Board with a report on all cash receipts for the month of December, as well as a trial balance for the month of December. Mr. Findlen also presented the Board with a monthly expenditure report for the month of December for the Board's review. On a motion made by Ms. Hayes and seconded by Ms. Peterson, the Board voted by roll call: Ms. Hayes, yes, Ms. Peterson, yes, Mr. Veno, yes, Mr. Callahan, yes, Ms. Freedman, yes, to acknowledge the Executive Director's Report.

IV. PERAC Memos

The Board reviewed PERAC memos 30 from 2023, 2 ,3, and 6 from 2024, as well as other recent PERAC news.

V. Old Business

The Board asked Mr. Findlen for an update on the status of the Board's Supplemental Regulation on Electronic Signatures. Mr. Findlen indicated that a few technical changes had been necessary on the draft regulation and that he expected PERAC's approval to be forthcoming.

VI. New Business

The Board scheduled its next regular meeting, which will be held on Wednesday, February 28th, 2024, at 12:00 p.m. On a motion made by Ms. Hayes, the Board voted by roll call: Ms. Hayes, yes, Ms. Peterson, yes, Mr. Veno, yes, Mr. Callahan, yes, Ms. Freedman, yes, to adjourn the meeting at 12:37pm

Anna E. Freedman, Chair

Lisa J.B. Peterson

Robert W. Callahan

Sarah M. Hayes

Matt Veno

- Agenda for January 24, 2024, SCRB Board meeting
- Open Session minutes of December 19th, SCRB Board meeting
- January 2024 Benefit Calculation results
- December Cash Disbursements Warrant
- January Cash Disbursements Warrant
- December Cash Receipts
- December Trial Balance
- November PRIT statement
- December PRIT statement
- November PRIM update
- December PRIM performance update
- PERAC Memo 30.2023
- PERAC Memo 2.2024
- PERAC Memo 3.2024
- PERAC Memo 6.2024