



## **BURLINGTON EMPLOYEES' RETIREMENT SYSTEM**

**James T. Strouse**  
Chairman of the Board  
**Robert Hooper**  
Vice-Chairman

Stephanie Hanker  
Retirement Administrator  
802-865-7097  
VT Relay – dial 711

**\*\*SPECIAL MEETING\*\***  
**Retirement Board Meeting Agenda**  
**Contois Auditorium**  
**Wednesday July 19, 2017 – 8:30 AM**

1. Agenda
2. Public Forum
3. Nomination / Appointment of Board Chair, Vice-Chair and Secretary
4. Approve Minutes of 06/15/2017
5. Approval of Bills
6. Approval of Retirement Applications
7. Other Business
8. Adjourn

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July 19, 2017  
Special Meeting of the Burlington Employees' Retirement Board  
Contois

Board Members Present:

- Jim Strouse -
- Munir Kasti - Via Phone
- Bob Rusten
- Matthew Dow - Via Phone
- Roger Stone
- Robert Hooper

Others Present:

- Stephanie Hanker

Called to order at 8:31am

1. **Agenda:**

No changes

2. **Public Forum:**

No Public Present

3. **Nomination / Elect Chair and Vice-Chair / Appoint Secretary**

Matthew Dow moved to nominate and elect Jim Strouse as Chair and Bob Hooper as Vice-Chair. Munir Kasti 2<sup>nd</sup>. Motion carries 6:0

Bob Hooper moved to appoint Stephanie Hanker as Board Secretary. Bob Rusten 2<sup>nd</sup>. Motion carries 6:0

4. **Approve Minutes of 06/15/2017:**

Bob Hooper moved to approve minutes as presented. Bob Rusten 2<sup>nd</sup>. Motion carries 6:0

5. **Approval of Bills:**

Bob Hooper moved to approve bill as presented. Bob Rusten 2<sup>nd</sup>. Motion carries 5:0:1

6. **Approval of Retirement Applications:**

Bob Hooper moved to approve applications as presented. Bob Rusten 2<sup>nd</sup>. Motion carries 6:0

**7. Other Business**

Bob Rusten stated the RFP for Actuary services had concluded and two finalist have been chosen to be interviewed and invited to present on August 14, 2017 in Conotis. Jim Strouse stated that board members should attend and should let Stephanie Hanker know if they plan on attending. Bob Hooper stated he thought this is very important to be involved in. Bob Rusten stated after interviews the information will go back to the board for the final selection.

**8. Adjourn:**

Bob Rusten moved to adjourn. Bob Hooper 2<sup>nd</sup>. Motion Carries 6:0  
Meeting adjourned 8:45am