



ADMINISTRATION & FINANCE COMMITTEE
Meeting Agenda

Wednesday, May 28, 2014
IRMA Office
9:30 a.m.

- I. **CALL TO ORDER**
 - Roll Call
- II. ✓ **APPROVAL OF MINUTES: February 14, 2014** (pg. 1)
- III. ✓ **FINANCIAL REPORTS** (pg. 7)
 - A. IRMA Financial Statements as of March 2014 (pg. 8)
 - B. IRMA Investment Portfolio as of: Final for 2013, 3/31/14, 4/30/14 (draft) (pg. 14)
 - C. IRMA Payables for the period February 1, 2014 – April 30, 2014 (pg. 17)
- IV. ✓ **ACTUARIAL REPORT as of 12/31/13** (pg. 35)
- V. **2013 AUDITED FINANCIAL REPORT – Tomaw** (to be distributed)
- VI. **SEGREGATION OF DUTIES** (pg. 54)
- VII. **1st QUARTER INVESTMENT PERFORMANCE REPORT** (emailed & distributed at meeting)
- VIII. ✓ **PURCHASE & SALES POLICY REVISIONS** (pg. 55)
- IX. ✓ **ELECTRONIC PAYMENT PROCEDURES** (pg. 63)
- X. **2014 POTENTIAL INTEREST INCOME CREDIT** (pg. 65)
- XI. ✓ **REVENUE BASE DEDUCTIONS – OUTSOURCED FUNCTIONS** (pg. 66)
- XII. **EXECUTIVE SESSION**
 - Staffing – Discussion
- XIII. **ADDITIONS TO AGENDA**
- XIV. **CONFIRMATION OF NEXT MEETING**

Thursday, September 25, 2014
9:30 a.m. – IRMA Office
- XV. **ADJOURNMENT**

To ensure a quorum, please call Rita Boserup at (708) 236-6335 or ritab@irmarisk.org, if you are not able to attend the meeting.

Copy to: Drew Irvin, IRMA Chair