



**ADMINISTRATION & FINANCE COMMITTEE**  
**Meeting Agenda**

**Wednesday, May 25, 2016**  
**IRMA Office - 9:30 a.m.**

- I. **CALL TO ORDER**
  - Roll Call
- II. **✓APPROVAL OF MINUTES: February 11, 2016** (pg. 1)
- III. **✓FINANCIAL REPORTS** (to be sent via separate email prior to meeting)
  - A. IRMA Financial Statements as of April 30, 2016
  - B. IRMA Investment Portfolio as of April 30, 2016
  - C. IRMA Investment Portfolio Year-End 2015
  - D. IRMA Payables for the period January 1, 2016 - 4/30/16
- IV. **✓ACTUARIAL REPORT AS OF 12/31/15** (pg. 12)
- V. **2015 AUDITED FINANCIAL REPORT – Fischer** (to be sent via separate email prior to meeting)
- VI. **SEGREGATION OF DUTIES** (pg. 32)
- VII. **1<sup>ST</sup> QUARTER INVESTMENT PERFORMANCE REPORT** (Posted on IRMA Website under Publications/IRMA Reports - Original to be distributed at meeting)
- VIII. **PURCHASE & SALES POLICY REVISION** (pg. 33)
- IX. **SUB-COMMITTEE ON DISCOUNTING LOSS FUND - UPDATE** (pg. 36)
- X. **POTENTIAL INTEREST INCOME CREDIT FOR 2016** (pg. 50)
- XI. **ADDITIONS TO AGENDA**
- XII. **EXECUTIVE SESSION**
  - Pending Litigation (sent via separate email)
  - Hay Group Compensation and Organizational Structure (sent via separate email)
  - Executive Director's Performance Review - Discussion (sent via separate email)
- XIII. **CONFIRMATION OF NEXT MEETING**

Thursday, September 22, 2016  
9:30 a.m. - IRMA Office

**XIV. ADJOURNMENT**

*To ensure a quorum, please call Mary Henzler at (708) 236-6343 or [maryh@irmarisk.org](mailto:maryh@irmarisk.org), if you are not able to attend the meeting.*

**Copy to: Kathleen Gargano, IRMA Chair**

---

**✓ Requires Vote**