



ADMINISTRATION & FINANCE COMMITTEE Meeting Agenda

Wednesday, November 18, 2020
[Zoom Meeting](#)
1:30 p.m.

- I. **CALL TO ORDER**
 - Roll Call
- II. ✓ **APPROVAL OF MINUTES:** September 23, 2020 (pg. 1)
- III. ✓ **FINANCIAL REPORTS**
 - A. IRMA Financial Statements (unaudited as of September 30, 2020)
 - B. IRMA Investment Portfolio as of September 30, 2020
 - Portfolio Summary – September 30, 2020
 - Portfolio Summary - 2020 YTD
 - C. IRMA Payables for the period 9/1-9/30/20
 - IRMA Payables-Sorted
- IV. **SEGREGATION OF DUTIES – DISCUSSION** (pg. 4)
- V. ✓ **LEASE NEGOTIATION UPDATE** (pg. 6)
- VI. ✓ **REMOTE WORK POLICY** (pg. 37)
- VII. ✓ **2020 INTEREST INCOME CREDIT** (pg. 40)
- VIII. ✓ **2021 FINAL BUDGET** (pg. 46)
- IX. **3rd QUARTER INVESTMENT PERFORMANCE REPORT** (Posted on IRMA Website under Publications/IRMA Reports.)
- X. ✓ **MARQUETTE CONTRACT EXTENSION** (pg. 57)
- XI. **2021 AFC MEETING DATES** (pg. 64)
- XII. **ADDITIONS TO AGENDA**
- XIII. **CONFIRMATION OF NEXT MEETING**
 - Thursday, February 18, 2021 – 9:30 a.m.
 - Location: TBD
- XIV. **ADJOURNMENT**

To ensure a quorum, please call Donna Morin at (708) 236-6349 or donnam@irmarisk.org, if you are not able to attend the meeting.

Copy to: Julia Cedillo, IRMA Chair