



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

**Wednesday, May 26, 2021**  
**[Zoom Meeting](#)**  
**9:30 a.m.**

- I. **CALL TO ORDER**
  - Roll Call
- II. ✓ **APPROVAL OF MINUTES:** February 18, 2021 (pg. 1)
- III. ✓ **[FINANCIAL REPORTS](#)**
  - A. IRMA Financial Statements (unaudited as of March 31, 2021)
  - B. IRMA Investment Portfolio as of March 31, 2021
    - Portfolio Summary – March 2021
  - C. IRMA Payables for the period 1/1-3/31/21
    - IRMA Payables-Sorted
- IV. ✓ **IRMA REVENUE BASE-COVID RELIEF REVENUE** (pg. 4)
- V. ✓ **2020 AUDITED FINANCIAL REPORT** (TBD)
- VI. ✓ **ACTUARIAL REPORT AS OF 12/31/20** (pg. 18)
- VII. ✓ **CONTIGENCY FUND** (pg. 35)
- VIII. ✓ **PURCHASE OF NEW PHONE SYSTEM** (pg. 37)
- IX. ✓ **SEGREGATION OF DUTIES** (pg. 53)
- X. ✓ **RATE STABILIZATION WORKSHOP FOLLOW UP – APPROVE MINUTES** (pg. 55)
- XI. ✓ **SALARY RANGE ADJUSTMENT FOR RISK MANAGEMENT AND TRAINING COORDINATOR** (pg. 84)
- XII. ✓ **VILLAGE OF TINLEY PARK – IRMA MEMBERSHIP** (pg. 93)
- XIII. **GFOA AWARD OF FINANCIAL REPORTING ACHIEVEMENT** (pg. 104)
- XIV. **2021 POTENTIAL INTEREST INCOME CREDIT** (pg. 106)
- XV. **1<sup>ST</sup> QUARTER INVESTMENT PERFORMANCE REPORT – GODING** (All items Posted on IRMA Website under Publications/IRMA Reports)
  - A. April 30<sup>th</sup> update
  - B. RCP Advisors Opportunity Presentation (pg. 114)
  - C. Asset Allocation (TBD)

**XVI. ADDITIONS TO AGENDA**

**IV. ✓CLOSED MEETING**

- Executive Director's Performance Review – Discussion pursuant to 5 ILCS 120/2(c)(1)

**XIII. CONFIRMATION OF NEXT MEETING**

Wednesday, September 22, 2021  
9:30 a.m. - TBD

**XIV. ✓ ADJOURNMENT**

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

Copy to: Julia Cedillo, IRMA Chair