

Cortez Fire Protection District
Minutes of the Quarterly Volunteer Pension Board Meeting
October 18, 2023

Call to Order

The meeting was called to order at 6:14 p.m. by Pension Board President Larry Sharp. The Pledge of Allegiance and roll call immediately followed. Board members present were Larry Sharp, John Garcia, Brad Ray, Darrell Dennison, Joe Stevens, and Les Rogers. Drew Buffington had an excused absence. Staff present were Chief Roy Wilkinson, BC Rick Spencer, BC Cory Elliott, and Administrative Assistant Denise Sanchez.

Approval of the Agenda for the October 18, 2023 Quarterly Pension Board Meeting

A motion was made to approve the agenda for the October 18, 2023 Quarterly Pension Board meeting. The motion was seconded; **unanimous vote passed.**

Approval of Minutes from the July 19, 2023 Quarterly Pension Board Meeting

Discussion followed regarding the funeral benefit amount. Further discussion in old business. A motion was made to approve the minutes for the October 18, 2023 Quarterly Pension Board meeting with the noted correction. The motion was seconded; **vote passed with 1 abstention.**

Public Comment

There was no public comment presented at this meeting.

Correspondence

There was no correspondence presented at this meeting.

Financial Report

Les presented the third quarter and year-to-date financials. Discussion followed. The QuickBooks subscription will need to be cancelled and a refund requested. The 2023 State contribution to volunteer firefighter pension funds request needs to be completed and

submitted by Oct. 31, 2023. A motion was made to approve the financials as presented. The motion was seconded; **motion passed with 1 abstention.**

New Business

Item a. Discussion of Delegation of Pension Board Manager Duties

Discussion followed. Pension Manager duties and required hours were discussed. Les will assist Larry with the 2024 budget. Scanning programs for documents were discussed. The current Pension Board Manager job description will need to be revised by the January 2024 meeting. A motion was made to table the discussion until the January meeting with direction to better outline the job description. The motion was seconded; **unanimous vote passed.**

Item b. Discussion of the revisions to the Pension By-Laws to submit to CEGR

Discussion followed. Due to statutory changes that have occurred since the by-laws were approved, the board opined that an attorney at CEGR should be consulted. CFPD administration will contact the attorney after the necessary by-laws are located. Another option would be to start fresh. Direction was given to staff to contact McCabe Law to inquire anything is on file in their office. Larry will speak to Kent Lindsay for more information. **A motion was made to send the bylaws to the attorney for revision. The motion was seconded; unanimous vote passed.**

Old Business

Discussion followed regarding the Pension Death Benefit. A motion was made to change By-Law Article XI Section 2 Funeral Benefit to a maximum of \$600 with a time limit of 1 year to be paid. The change is to happen before submitting the By-Laws to CEGR for revision. The motion was seconded; **unanimous vote passed.**

Adjournment

With no further business to bring before the board, a motion was made to adjourn the meeting at 7:48 p.m. The motion was seconded; **unanimous vote passed.**

Larry Sharp, Pension Board President

Attest: _____