

**GARDNER CONTRIBUTORY RETIREMENT SYSTEM**

**CITY HALL ROOM 17**

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**NOTICE OF CONTRIBUTORY RETIREMENT BOARD MEETING**

Pursuant to Chapter 39, Section 23B General Laws of the Commonwealth of Massachusetts, notice is hereby given of the following meeting:

**DATE:** October 29, 2018

**TIME:** 3:35 P.M.

**PLACE:** Retirement Office – Room #17, Basement Level, City Hall

**AGENDA**

- Meeting minutes of September 25, 2018;
- Sign permanent record of August 2018 meeting minutes
- General ledger History for August 2018
- Trial Balance for August 2018
- City Treasurer's Bank Reconciliation for August 2018
- Accounts Payable & Payroll Warrants #10/18
- Investment Review
- Correspondence
- Old Business:
  - Request for Proposals RFP
    - Legal services review packages received
  - Actuarial Valuation Draft @ 1/1/2018 & the accompanying GASB 67 & 68 Report
- New Business:
  - Mailing to retiree's receiving a physical check for payroll regarding signing up for direct deposit
  - Approve retirement(s); Acknowledge deceased member(s)



Denise Merriam, Board Chairperson