

# GMVLB Personnel Committee Meeting

## Minutes

**Location:** Utica City Hall – 1 Kennedy Plaza, Utica  
**Date:** June 24, 2019  
**Attendees:** Brian T., Karl G., Chris C., and Tolga M.  
**CTO:** ?

### Old Business

- Review of all policies by attorney focused on HR matters
  - Estimates requested from NYCON, Adirondack Financial Services (AFS), and Bouchy & Clark
    - To add to the agenda for the next Board Meeting and include proposals in the packet
- Retirement Plans
  - 401K and 403B Plans
    - Approximately \$1,500-4K
  - “SIMPLE” (Savings Incentive Match Plan for Employees) Plan
    - 3% employer match
    - 2% employee contribution
      - To inquire if this is fixed or variable
  - ERISA
    - 1000 hours per year
- 401K/403B vs. SIMPLE
- Retirement Plan Offerings
  - Vanguard
    - \$25/per fund
  - Adirondack Financial Services
    - \$1000/per person
  - Fenimore Asset Management
  - TIAA-CREF
    - Bouchy & Clark
    - \$20 Million
- Health Insurance Coverage Question
  - Insurance cost or medical expense discussion
  - No Loss letter discussion
    - Attorney West at NYCON
  - To discuss at the next board meeting in executive session to maintain the privacy of the staff

### New Business

- Performance Reviews
  - To review after probationary period
  - Reviews completed for staff
  - Tolga to share worksheets with the Board to review and discuss in Executive Session
    - Worksheets not to be sent via email to maintain the privacy of the staff
    - Worksheets to be collected from Board members following the meeting
  - Tolga’s performance review to be held in/or after August
- Adjourn @ 11:28 AM