

OFFICERS

*Chair – Mr. Boris Esparza
Vice-Chairman– Mr. Adan Gonzalez
Secretary–Mr. Rafael Perez
Mayor Designee- Belen Pena, MBA*



TRUSTEES

*Mayor – Honorable Ricardo Guerra
Finance Director Stephanie Sarrionandia
Citizen–Ms. Ida Martinez, CPA
Citizen–Ms. Christina Sanchez*

**A REGULAR MEETING OF THE SAN BENITO FIREMEN RELIEF & RETIREMENT FUND
WAS HELD ON THURSDAY NOVEMBER 30, 2023 @ 6:00 P.M. AT THE SAN BENITO CITY HALL
LOCATED AT 485 NORTH SAM HOUSTON, SAN BENITO, TEXAS 78586
ZOOM MEETING ID: 81880363408
PASSCODE: 351072**

BOARD MEMBERS PRESENT:

**Boris Esparza, Chairman
Adan Gonzalez, Vice-Chairman
Rafael Perez, Secretary
Stephanie Sarrionandia, Finance Director
Belen Pena, Mayor Designee
Christina Sanchez, Citizen**

1. Welcoming Members. Chairman Boris Esparza calls the meeting to order at 6:05 p.m.
2. Discussion and action on welcoming Stephanie Sarrionandia as New Finance Director. All board members that attended the meeting welcomed Mrs. Stephanie Sarrionandia as New Finance Director. No action needed.
3. Discussion and action on Minutes for October 24, 2023, Board Meeting. Adan Gonzalez makes the first motion to accept the Minutes for October 24, 2023. Rafael Perez seconds the motion. Motion carried.
4. Discussion and action on Financial Statements for October 2023. We have a year-to-date loss of 0.72%. Christina Sanchez makes the first motion to accept the Financial Statements for October 2023. Adan Gonzalez seconds the motion. Motion carried.
5. Discussion and action on Census Reconciliation as of September 30, 2023. Adan Gonzalez makes first motion to accept the Census Reconciliation as of September 30, 2023. Rafael Perez seconds the motion. Motion carried.
6. Discussion and action on Audit Engagement Letter from Cascos & Associates, PC. Rafael Perez makes the first motion to accept the Audit Engagement Letter from Cascos & Associates, PC. Christina Sanchez seconds the motion. Motion carried. Engagement Letter is to notify that Cascos & Associates, PC will with the audit.
7. Discussion and action on Portal Engagement Letter from Ana Tinsley Administrative Solutions, LLC. Rafael Perez makes the first motion to accept the Portal Engagement Letter from Ana Tinsley Administrative Solutions, LLC. Belen Pena seconds the motion. Motion carried. Engagement letter just needs new Chairman Signature.
8. Discussion and action on Plan Administration Contract from Ana Tinsley Administrative Solutions, LLC. Adan Gonzalez makes the first motion to accept the Plan Administration Contract from Ana Tinsley Administrative Solutions, LLC. Rafael Perez seconds the motion. Motion carried.
9. Chairman Report. Chairman will sign some paperwork needing his signature.
10. Adjournment, Christina Sanchez motions to adjourn the meeting at 6:28 p.m., Belen Pena seconds the motion. Motion carried.

*Boris
Esparza*

Boris Esparza, Chairman

Rafael Perez

Rafael Perez, Secretary

NOTE: Persons who do not speak English or persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as language interpreters or interpreters for the deaf or hearing impaired, readers, large print, or Braille, are requested to contact the Fund at 956.361.3850 twenty-four hours prior to the meeting so that arrangements can be made. The Board may go into executive/closed session on any item on the agenda if allowed under the open Meetings Act, Tex. Gov't Code Ann., Ch 551.