



# MEMORANDUM

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TO: City of Delray Beach Firefighters' Retirement System Board of Trustees

FROM: Lisa Castronovo, Pension Administrator

SUBJECT: Annual Election of Board Chair, Vice-Chair and Secretary

DATE: December 2, 2024

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ISSUE:

Annual election of Board Chair, Vice-Chair and Secretary

EXPLANATION:

Per City of Delray Beach Ordinance Section 33.79(C):

*The Board of Trustees shall meet, organize and elect one of their members as chairperson and one member as vice chairperson, within thirty (30) days after trustees are elected and duly qualified, and annually thereafter.*

Per State of Florida Chapter 175.067(2):

*The trustees shall by a majority vote elect from their number a chair and a secretary. The secretary of the board shall keep a complete minute book of the actions, proceedings, or hearings of the board. The trustees shall not receive any compensation as such, but may receive expenses and per diem as provided by Florida law.*

RECOMMENDATION:

Elect Chair, Vice-Chair and Secretary