State Auditor
Rebecca Otto

OFFICE OF THE STATE AUDITOR

E-Update

September 4, 2009

The official online news publication of the Office of the State Auditor

1. Released: Pension Newsletter

2. Revised: Statements of Position

3. Avoiding Pitfalls: Approval of Relief Association Expenditures

---

1. Released: Pension Newsletter

The August Pension Newsletter has been released. It provides information regarding the calculation for determining months of active service credit, a Volunteer Fire Relief Association Working Group update, bylaw and charitable gambling fund reminders, and information regarding the 2009 fire state aid amounts. To view the newsletter, go to:

http://www.auditor.state.mn.us/default.aspx?page=pensionDocs.

---

2. Revised: Statements of Position

Three different Statements of Position on Fire Relief Associations have been revised to update statutory citations and dates:

- **Fire Relief Association Governance**, which can be viewed at:

  http://www.auditor.state.mn.us/other/Statements/firereliefassociationgovernance_0811_statement.pdf.

- **Required Municipal Contributions to Volunteer Firefighters' Pension Plans,** which can be found at:

  http://www.auditor.state.mn.us/other/Statements/required%20municipal%20contributions_0901.pdf.

- **Fire Relief Association Funds: Special and General Funds, and Charitable Gambling Funds**, which can be viewed at:

http://www.auditor.state.mn.us/other/Statements/FireReliefAssociationFunds_0905_statement.pdf.

---

3. Avoiding Pitfalls: Approval of Relief Association Expenditures

One of the fiduciary activities specifically assigned to relief association trustees is the expenditure of plan assets. The relief association is a separate entity from the affiliated fire department, and the relief association board of trustees is charged with maintaining relief association accounts. Relief associations should make sure that meetings are scheduled regularly so that expenditures can be approved and disbursed on a timely basis.

Fire department officers have no authority to approve expenditures from relief association accounts, unless they are Relief Association officers, and then only in their capacity as members of the relief association board of trustees.

This document is available in alternative formats to individuals with disabilities by calling 651-296-2551 or (800) 627-3529 (TTY).

If you are interested in signing up to receive an e-mail version of the E-Update regularly, click here.

The Office of the State Auditor is located at 525 Park Street, Suite 500, Saint Paul, MN 55103. Phone: 651-296-2551 Fax: 651-296-4755 Web: www.auditor.state.mn.us.