

**UNITE HERE LOCAL 25 AND HOTEL ASSOCIATION OF WASHINGTON, D.C.  
GROUP LEGAL SERVICES FUND**

911 RIDGEBROOK ROAD  
SPARKS, MARYLAND 21152-9451  
TELEPHONE: (410) 683-6500  
(800) 638-2972

MEETING OF THE BOARD OF TRUSTEES  
OF THE  
**UNITE HERE LOCAL 25 AND HOTEL ASSOCIATION OF WASHINGTON, D.C.  
GROUP LEGAL SERVICES**  
February 27, 2020

**A G E N D A**

**ALL FUNDS**

| <u>Section</u>                                                                    | <u>Page<br/>Nos.</u> |
|-----------------------------------------------------------------------------------|----------------------|
| I. Call to Order                                                                  |                      |
| II. Trustees New Trustee Appointment                                              |                      |
| III. Minutes Board Meeting, November 20, 2019 and<br>Revised August 6, 2019 ..... |                      |
| IV. Invoices February 27, 2020.....                                               |                      |
| V. Payroll Audit Report .....                                                     |                      |
| VII. Regan and Associates – 4 <sup>th</sup> Quarter 2019 Report                   |                      |
| VIII. Co-Counsel Report                                                           |                      |
| IX. Administrative Manager Report.....                                            |                      |
| X. Other Fund Business .....                                                      |                      |
| XI. Next Meeting Date and Location                                                |                      |
| XII. Adjournment                                                                  |                      |

**Other Fund Business**

|                                                             |  |
|-------------------------------------------------------------|--|
| I. UNITE HERE L23 Discussion                                |  |
| II. SECURE Act                                              |  |
| III. Novak Francella, LLC – Audit Engagement Letter PY 2019 |  |
| IV. Collection Policy                                       |  |