

To: **All Fire Fighter Pension Fund Members**  
From: Bill Stefka, Administrator  
Date: August 20, 2014  
Re: **Pension Board Trustee Nominations and Elections**

Dear Pension Fund Members:

Pension board trustee elections are available to both active and retired fire fighters. Active fire fighters can nominate and elect a fellow active or retired fire fighter, and vice versa. Our pension office will soon begin taking nominations for the pension board trustee whose three (3) year term will begin January 1, 2015. In an effort to know more about the candidates running, your pension board is requesting a biography be provided for every candidate who is nominated. The biography, which is not mandatory, should not be more than three hundred (300) words in length and this will be strictly adhered to. These biographies will be included with each ballot to acquaint one another with the candidates. The following are the nomination and election time periods as planned:

**Nominations – September 1st through September 15th**

The nominations for trustee will be taken by telephone, mail, or in person at the fire fighters' pension office only at the above number and address. As noted above, a biography should be provided for every candidate nominated (not mandatory, however). **Deadline for biographies to pension office by September 22nd please.** The nominations will be taken through the above dates during the hours 8 a.m. until 5 p.m. **Nominations deadline is September 15th by 5 p.m.**

**Elections – November 1st through November 14th**

**For both active fire fighters and retired fire fighters: ballots are scheduled for distribution by regular mail to the active and retired fire fighters' home addresses during the first week of November.** The ballots can be returned to the pension office by regular mail in the pre-postage paid return envelopes to be provided, and should be post marked no later than November 14th. As soon as results are available, they will be made known.

**Run-Off – If necessary, December 1st through December 12th**

If no nominated member receives a majority of the votes cast per above, there will be a run-off between the two nominated members with the highest number of votes. Ballots would again be scheduled for distribution by the above mentioned dates and procedures. They should be returned by mail and post marked no later than December 12th. Results will be made known as soon as possible.

Sincerely,  
William E. Stefka  
Administrator