

**PRODUCTIVE LIVING BOARD**

**ADMINISTRATION COMMITTEE  
MEETING MINUTES**

**Wednesday, January 6, 2010**

Office of Productive Living Services  
121 Hunter Avenue, Suite 200  
St. Louis, Missouri 63124

**COMMITTEE MEMBERS PRESENT:**

Dennis J. Buhr, Chairman  
David L. Ruecker  
Sarijane M. Freiman

**COMMITTEE MEMBERS ABSENT:**

Marsha J. Bonds  
Cary Hammond

**STAFF MEMBERS PRESENT:**

Joyce Prage, CPA, Executive Director  
Brian Bond  
Glen Goldstein  
Kim Kopff  
Jennifer Schicker  
Sheila Simmons  
Kathy Williams

**GUESTS PRESENT:**

Debbie Gillespie, Adapt-Ability, Inc.  
Judy Grainger, Life Skills  
Mark A. Keeley, St. Louis ARC

A quorum was present and due notice had been published. Mr. Buhr called the meeting to order at approximately 3:30 p.m.

**Board Action Item:**

1. W.A.C. Industries, Inc. – Request for Deferral of FY'10 Annual Loan Payment – PLB Loan #3103/75

**The Administration Committee recommends that the Board approve W.A.C. Industries, Inc.'s request for modification of PLB Loan #3103/75. The unpaid installment due December 30, 2009 shall remain part of the outstanding loan balance with a one-year extension of the Maturity Date in accordance with the Loan Agreement.**

**Board Information Item:**

1. PLB 403(b) Plan Compliance Amendment

The PLB's 403(b) Plan must be amended from time to time to comply with various legislative changes. In December 2009, the Office of Productive Living Services received notification from The Hartford that the PLB's 403(b) Plan must be amended to conform with legislation related to the Pension Protection Act of 2006 (PPA), the Worker, Retiree, and Employer Act of 2008 (WRERA), and the Heroes Earnings Assistance and Relief Tax Act of 2008 (HEART). The Hartford provided the PLB a PPA, HEART, and WRERA Compliance Amendment. The Amendment was reviewed by PLB's legal counsel, and the PLB's legal counsel has advised the PLB to adopt the Compliance Amendment as prepared by The Hartford. Accordingly, the Amendment has been signed and is kept with the Plan's records.

There being no further business before the Committee, the Administration Committee adjourned at approximately 3:35 p.m.

Respectfully submitted,

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Brian Bond  
Director of Finance  
Office of Productive Living Services

As recorded by Kathy Williams, Executive Administrative Assistant

The above minutes were reviewed and approved by Mr. Dennis J. Buhr, Chairman of the Administration Committee.