



**SUBJECT:** Approval of resolution appointing Kristin Corbett (Employee Delegate) and Charmaine Gauvin (Officer Delegate) as the 2023 City of Novi representatives to attend the Annual Municipal Employees Retirement System (MERS) Conference to be held September 28-29, 2023.

**SUBMITTING DEPARTMENT:** City Clerk

**BACKGROUND INFORMATION:**

Each year an employee delegate is elected by the employees to attend the MERS Annual Conference. MERS is the City of Novi's pension administrator. The employee delegate is responsible for attending educational sessions at the meeting and reporting any updates back to the employees.

**RECOMMENDED ACTION:** Approval of resolution appointing Kristin Corbett (Employee Delegate) and Charmaine Gauvin (Officer Delegate) as the 2023 City of Novi representatives to attend the Annual Municipal Employees Retirement System (MERS) Conference to be held September 28-29, 2023.



## 2023 Officer and Employee Delegate Certification Form

MERS Annual Business Meeting | September 2023

Please print clearly • **Scan and attach this file when you register online** • Retain a copy for your records

**IMPORTANT:** If you are not electing/appointing delegates to vote during the MERS Annual Business Meeting, please **DO NOT** submit this form. A **delegate is NOT** confirmed to have voting rights until this form has been uploaded with their online registration.

The voting delegate representative must be a MERS member, defined as an **active employee on payroll** who is enrolled in either a MERS Defined Benefit Plan, Defined Contribution Plan or Hybrid Plan.

### 1. Officer (and alternate) delegate information

The officer delegate (or alternate) shall be a MERS member who holds a department head position or above, exercises management responsibilities, and is directly responsible to the legislative, executive, or judicial branch of government.

Officer Delegate name  
**Charmaine Gauvin**

Officer Alternate name  
**Tia Gronlund-Fox**

Officer delegate and alternate listed above were appointed to serve during the 2023 MERS Annual Business Meeting by official action of the governing body (or chief judge for a participating court) on August 14, 2023.

### 2. Employee (and alternate) delegate information

The employee delegate (or alternate) shall be an employee member who is not responsible for management decisions, receives direction from management and, in general, is not directly responsible to the legislative, executive, or judicial branch of government.

Employee Delegate name  
**Kristin Corbett**

Employee Alternate name  
**Sabrina Lilla**

Employee delegate and alternate listed above were elected to serve during the 2023 MERS Annual Business Meeting by secret ballot election conducted by an authorized officer on July 24, 2023, 2023.

### 3. Certification

**NOTE:** Certification should be signed by a member of the governing body or chief administrative officer, or the chief judge for a participating court. **An electronic signature is permissible.**

I certify that the officer delegate and alternate selections are true and correct, and the secret ballot election results for the employee delegate and alternate are true and correct.

Employer/municipality name* <b>City of Novi</b>		Municipality number* <b>632001</b>	Email address <b>slilla@cityofnovi.org</b>	
Employer address <b>45175 Ten Mile Road</b>	Employer city <b>Novi</b>	Employer state <b>MI</b>	Employer zip code <b>48375</b>	
Printed name <b>Robert J Gatt</b>	Title of authorized authority* <b>Mayor</b>			
Authorized signature*		Date <b>8/14/2023</b>		

\* Required field



1. You may complete it electronically (an electronic authorized signature is permissible), then save it and upload it when registering your delegate(s) – OR –
2. You may print it off and complete it, then scan and upload it to your computer for uploading when you register your delegate(s).