



State Auditor
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OFFICE OF THE STATE AUDITOR

E-Update

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1. Deadline: Forfeiture Reporting

April 20th is the deadline for law enforcement agencies to report final disposition of property seized subject to forfeiture for the month of March. To report final disposition of forfeitures, please go to:

<https://www.auditor.state.mn.us/safes/>.

2. Tip: Avoiding Form Submission Errors

Some cities and towns attempting to submit their 2014 Annual Financial Reporting Form to the OSA have been unable to upload their forms. When submitting this form, please remember to check the "Home" tab for errors before submitting. Uncorrected errors on the form will create a failed submission. We are finding that some entities are not completing the new "OPEB" tab, causing an error and failed submission.

3. Reminder: Relief Association Annual Business Renewal

Every volunteer fire relief association must annually register as a nonprofit corporation with the Minnesota Secretary of State's Office. If a relief association fails to register or to notify the Secretary of State of corporate name or address changes, the Secretary of State may reject the registration and dissolve the relief association's nonprofit corporation status.

A relief association can learn of its current registration status by going to the Secretary of State's website. Relief associations with a "renewal due date" displayed as 12/31/2015 must complete the registration before December 31, 2015, or face dissolution of the association's nonprofit corporation status. If the relief association has completed its registration for this calendar year, the renewal due date will be displayed as 12/31/2016.

The annual registration can be completed online at the Secretary of State's website at:

<https://mblsportal.sos.state.mn.us/Business/Search>.

4. Avoiding Pitfalls: Municipal Representation on Fire Relief Association Boards

When a volunteer fire relief association is affiliated with a municipality, the municipality must have representatives serving as trustees on the fire relief's board. See [Minn. Stat. § 424A.04](#). While these municipal trustees can't be officers of the relief association, they have the same rights and duties as any other trustee, including the right to vote.

All trustees, including municipal trustees, should receive notice of all board meetings and be allowed to fully participate.

If you have questions regarding the composition of a fire relief association's board of trustees, please feel free to contact the OSA Pension Director Rose Hennessy Allen at 651-296-5985 or Rose.Hennessy-Allen@osa.state.mn.us.

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