

Date: December 12, 2018
To: Board of Retirement
From: James Wilbanks, Ph.D., Executive Director
Subject: Administrative Report

Holiday Office Hours Reminder

As a reminder to the Board, the MCERA office will be closed to the public from Monday, December 24, 2018 through Tuesday, January 1, 2019.

Fiduciary Insurance Renewal, Waiver of Recourse Payments

For those Trustees who forgot to do so last month, please bring a check for \$9, made out to MCERA, to the December Board meeting.

Form 700 Filing

Form 700s will be due to MCERA after the beginning of the year. The deadline for submitting the form is April 1, 2019.