

Board of Retirement Meeting Minutes

May 15, 2019 – 8:30 a.m.

Call to Order

Kathryn Cavness, Board Chair, called the meeting to order at 8:30 a.m.

Present: Julie Forrester, Shari Schapmire, Lee Parker, Kathryn Smith, Quincy Cromer, Tim Knudsen, Dan Gjerde, and Kathryn Cavness.

Absent: Richard Shoemaker and Jerilyn Harris by prior arrangement.

Also present: James Wilbanks, Executive Director, Jeff Berk, Legal Counsel, F. Robert Reveles, Financial/Investment Officer and Judy Zeller, Administrative Assistant.

Pledge of Allegiance

Public Comment: None.

1) Consent Agenda

- a) Minutes of the April 17, 2019 Board Meeting
- b) April 2019 Retirement Report
- c) Preliminary Monthly Financial Report for February 2019
- d) Preliminary Monthly Financial Report for March 2019

Presenter/s: Chair Cavness referenced the Consent Agenda which was approved by unanimous consent.

2) Discussion and Possible Action Regarding Any Consent Agenda Item Needing Separate Action

None

3) Discussion and Possible Action Regarding Investment Matters

- a) Monthly Investment Performance Report
- b) Quarterly Investment Performance Summary
- c) Quarterly Investment Performance Full Report

Presenter/s: Greg De Forrest and Claire Telleen of Callan LLC referenced the quarterly investment report for MCERA, Modern Monetary Theory (MMT) was discussed, and the monthly investment report was reviewed.

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Board Direction: Callan will show 15 year return information in future investment reports.

4) Discussion and Possible Action Regarding Resolution 2019-01 Stating Authorized and Rescinded Signatures

Presenter/s: Dr. Wilbanks recommended adoption of Resolution 2019-01 stating authorized signatures.

Board Action: Motion was made by Mr. Gjerde to adopt Resolution 2019-01. Ms. Forrester seconded the motion and the motion was approved unanimously.

5) Discussion and Possible Action Regarding Fiscal Year 2020 Budget Proposal

Presenter/s: Dr. Wilbanks referenced the Fiscal Year 2020 budget proposal.

Board Action: Motion was made by Mr. Parker to adopt the proposed Fiscal Year 2020 Budget as presented. Ms. Forrester seconded the motion and the motion was approved unanimously.

6) Discussion and Possible Action Regarding Audit & Budget Committee Charter

Presenter/s: Dr. Wilbanks referenced the Audit and Budget Committee Charter. Two small amendments were made to the policy.

Board Action: Motion was made by Ms. Smith to approve the Audit and Budget Committee Charter as amended. Ms. Forrester seconded the motion and the motion was approved unanimously.

7) Discussion and Possible Action Regarding Budget Adoption Policy

Presenter/s: Dr. Wilbanks referenced the Budget Adoption Policy. Budget categories and the administrative cap per policy were discussed.

Board Action: Motion was made by Ms. Smith to approve the Budget Adoption Policy as presented. Ms. Forrester seconded the motion and the motion was approved unanimously.

8) Discussion and Possible Action Regarding Communication Metrics

Presenter/s: Dr. Wilbanks referenced a memo regarding MCERA communication metrics.

Board Direction: Staff will continue promotion of participation in deferred compensation plans.

9) Discussion Regarding Administrative Report

- a) Executive Director Evaluation

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b) Legislative Update

Presenter/s: Dr. Wilbanks referenced the administrative report and explained Senate Bill 783.

10) General Board Member Discussion

Mr. Gjerde commented on the MCERA budget proposal's increase in employer health insurance costs.

Dr. Wilbanks introduced our new Financial Investment Officer, Robert Reveles.

Ms. Cavness spoke regarding State Association of County Retirement Systems (SACRS) and the Spring SACRS Conference. She mentioned the SACRS UC Berkeley Program for Trustees held at the Hass School of Business and that it still has openings.

Dr. Wilbanks stated that the Principles of Pension Management for Trustees at Pepperdine registration is now open.

Adjournment and Notice of Next Board of Retirement Meeting

Meeting adjourned at 10:41 a.m. The next regularly scheduled Board of Retirement meeting will be held Wednesday June 19, 2019 at 8:30 a.m. in the Mendocino County Employees Retirement Association Conference Room.