POLICE PENSION BOARD

MINUTES

APRIL 18, 2013

10:30 a.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

Bob Rogers, Chairman
Jerry Gorup, Member
Tom Lange, Member
Keith Jacobus, Member

ABSENT:

James Baugher, Member

ALSO PRESENT:

Rebecca Haynes, City Clerk
Mary Jo Murphy, Recording Secretary

1. Previous Business

Lynn Skinner, representing Salem Trust, stated that Mr. Petsch, retired police officer, had passed away in March 2013. Chairman Rogers contacted Salem Trust and asked them to stop his future payments and to retrieve the payment to be reimbursed back to the plan. After speaking with Mr. Petsch's son, Ms. Skinner said the funds should be returned soon to the police and general plan in one check. Ms. Skinner said she would contact Chairman Rogers once they are put into the plan.

Ms. Skinner also noted that on their new system they will conduct monthly death checks rather than quarterly. Mr. Dehner stated that there is a form letter, entitled Certification of Receipt of Benefits, to be sent out annually to the pensioners to be notarized and returned.

Ms. Skinner gave an update on the trust accounting system that will transition at the end of May 2013. The statements will look different but contain the same information.

Mr. Carnes, Human Resources Administrator, reported on the status of the Police population.

Chairman Rogers asked if there were any changes to the minutes and commented there was an additional set of minutes not on the agenda from the special meeting on December 31, 2012.

Member Gorup made a motion for the approval of the minutes for December 31, 2012. The motion was seconded by Member Lange and unanimously approved by a voice vote.

Chairman Rogers asked if there were any changes to the April 3, 2013 minutes. Member Gorup said he had a correction for the January 17, 2013 minutes. Member Gorup stated he had a change as to his prior motion requiring two signatories to all documents and checks and to have one signatory available at all times. Member Gorup said he stated his motion incorrectly, and it should read as two signatories on the signature cards and only one person had to sign at any one time. Chairman Rogers suggested they approve the April 3, 2013 and January 17, 2013 minutes at the same time and asked if there were any changes.

Member Gorup made a motion for the approval of the minutes for April 3, 2013 and January 17, 2013. The motion was seconded by Member Jacobus and unanimously approved by a voice vote.

2. <u>Review and Approval of Vendor Invoices</u>

Member Gorup made a motion to approve the Anchor Capital Advisors LLC, Bogdahn Consulting and Salem & Trust invoices as presented. The motion was seconded by Member Jacobus and unanimously approved by a voice vote.

Member Lange made a motion to approve the Christiansen & Dehner invoices as presented. The motion was seconded by Member Gorup. There was a voice vote, and it was approved by a 3–1 vote with Chairman Rogers voting against.

3. <u>Quartely Review of portfolio performance – Tim Nash</u>

a. Bogdahn Consulting

Mr. Nash, representing Bogdahn Consulting, updated the Board on the Bogdahn Investment Performance Review, March 31, 2013. Mr. Nash commented on an additional enhancement of two individuals working on their account with Bogdahn. Alex Castillo works on the performance information and Tyler Grumbles is another consultant. Mr. Nash stated that all the information in the Bogdahn book is a summary of the data from Salem & Trust's accounting system.

4. Legal Issues – Attorney Dehner

Mr. Dehner, Board Attorney, updated the Board with legislative news that the session in Tallahassee is on May 2, 2013. Mr. Dehner stated that there are bills pending that may require amendments to the plan. Mr. Dehner explained several bills to the Board and how they could affect the Board if passed. Mr. Dehner mentioned that after May 2, 2013 they would know what bills passed, and if anything needed attention before the next regular meeting, Mr. Dehner would contact Chairman Rogers.

Mr. Dehner reminded the Board about filing their Form 1 Financial Disclosures before July 1, 2013.

Member Gorup made a motion to reappoint Mr. Jacobus as a board member. The motion was seconded by Member Lange and unanimously approved by a voice vote.

5. Discussion of improvements to plan operations to reduce expenses and improve performance

Chairman Rogers stated that he would like to further examine the passive approach to reduce their expenses. Therefore, Chairman Rogers asked the Board if they were willing to have a special meeting to listen to Vanguard 's presentation. The board was agreeable to having a special meeting.

Chairman Rogers suggested that reducing the need for services from Mr. Dehner to once or twice a year as opposed to quarterly. Chairman Rogers concluded that the Board should discuss this issue further at the next meeting.

Chairman Rogers talked to Mr. Dehner about the proposed contract for their liability insurance to be renewed by August 2013.

Member Lange, Secretary of the Board, discussed the procedures of signing Distribution Forms and invoices that he was required to sign.

Mayor McFarlin made a suggestion that if the Board does have a special meeting with Vanguard, he would like for the Board to invite the Fire Pension Board and

General Pension Board with the thought that they all stay in the same direction. The Board had no objection to Mayor McFarlin's suggestion.

Mr. Dehner, in reference to insurance, reiterated for Member Lange to complete the application and send it in to ensure having a quote for the liability coverage for the fund and one quote for the premium for the Waiver of Recourse before the next board meeting in July.

6. <u>Adjournment</u>

There being no further business to come before the Board, the meeting was adjourned at 12:30 p.m.

Attest:

Rebecca C. Haynes, City Clerk

Bob Rogers, Chairman

Minutes approved on: 7/18/13