

METROPOLITAN LIBRARY COMMISSION OF OKLAHOMA COUNTY

LIBRARY RETIREMENT PENSION BOARD AGENDA

Members:

Nancy Anthony, Chair
Judy Smith, Vice-Chair
Allen Coffey, Disbursing Agent
Tim Rogers, Executive Director
Anne Fischer, Deputy Executive Director/Technology
Lloyd Lovely, Deputy Executive Director/Finance & Support

Wednesday, September 30, 2015
3:30 p.m.

Downtown Library
300 Park Avenue
Oklahoma City, OK 73102

- I. Call to Order and Establishment of Quorum – Nancy Anthony, Chair
- II. Approval of Minutes of April 2, 2015 meeting
- III. Discussion, Consideration and Possible Action: Defined Contribution Plan Report - Mark Thompson, Mass Mutual Financial Group
- IV. Discussion, Consideration and Possible Action: Review recommendations for Large Cap Value Manager – InvesTrust Consulting
- V. Discussion, Consideration and Possible Action: Review recommendation for changes to the Investment Policy – InvesTrust Consulting
- VI. Discussion, Consideration and Possible Action: Review of Investments and Money Manager Performance – InvesTrust Consulting
- VII. Discussion, Consideration and Possible Action: Metropolitan Library System's Contribution to the Pension Fund for FY 2015-2016 – Lloyd Lovely, Deputy Executive Director/Finance & Support

I. The meeting was called to order at 3:30 p.m. by Ms. Nancy Anthony, Chair.

Roll was called to establish a quorum. Present: Coffey, Fischer, Lovely, Rogers, Smith, Anthony.

II. Ms. Anthony referred to Agenda Item II ~ Approval of Minutes of July 22, 2014.

Ms. Judy Smith moved to approve the minutes of the July 22, 2014 meeting. Mr. Allen Coffey seconded. No further discussion; motion passed unanimously.

III. Ms. Anthony referred to Agenda Item III ~ Discussion, Consideration and Possible Action: Review Fund Managers - InvesTrust

Mr. Peter Junkin reported as of January 1, 2015 Asset Services Company was rebranded as InvesTrust Consulting. He explained the history of the company and reviewed the corporate organizational chart.

Mr. Junkin referred to the recommendations included with the Quarterly report ending on December 31, 2014. On February 13, 2015 InvesTrust notified the pension board due to continued underperformance they are recommending the termination of Foundation Resource Management (large cap value) from the portfolio with the proceeds to be invested in a large cap value index fund for the time being. By investing the proceeds in an index fund, InvesTrust will have time to perform a thorough search for a replacement investment manager. Discussion followed. The pension board discussed a time frame for the search and also reviewed the screening process. InvesTrust will present its recommendations for a new manager to the board, once the search and screening process is complete.

Mr. Lloyd Lovely moved to approve the recommendation to terminate Foundation Resource Management as the large cap value manager for performance reasons, and liquidate the portfolio with the proceeds to be placed in an index fund while the search for a replacement is conducted. Ms. Anne Fischer seconded. No further discussion; motion passed unanimously.

Mr. Junkin referred to the remaining two recommendations from InvesTrust.

1. Large cap equity portion of the overall portfolio be further diversified to include a passive, core allocation represented by the Vanguard 500 Index Fund Admiral Sharex, VFIAX. Resulting in large cap equity allocation of:

Large cap growth – active management: 15%

Large cap core – passive management: 15%

Large cap value – active management: 15%

Discussion followed.

2. Rebalance portfolio, based on the asset allocation as of March 31, 2015

Mr. Lovely moved to approve the recommendations to 1.) Further diversify the large cap equity portion of the portfolio as specified and 2.) Rebalance the portfolio. Mr. Allen Coffey seconded. No further discussion; motion passed unanimously.

IV. Ms. Anthony called on Mr. Lloyd Lovely to present the Review of Library Retirement Pension Plans and Administrative Structure.

Mr. Lovely handed out a spreadsheet detailing the three plans (Defined Benefit Plan, 457 Nationwide Plan, and Defined Contribution Plan) in order of establishment. Questions and discussion followed. Ms. Anthony suggested information be brought back to the board to determine what the boards responsibility is regarding the oversight of the voluntary 457 Nationwide plan.

V. Ms. Anthony called for questions. There being no further business, the meeting was adjourned at 4:38 p.m.

Maria Watkins
Executive Assistant