

City of Gulfport Police Pension Fund

Minutes: Meeting of October 19, 2017

1. CALL TO ORDER

Chair Rob Burkhardt called a meeting of the Board of Trustees for the Gulfport Police Pension Fund to order at 3 PM. Those persons present included:

TRUSTEES

Rob Burkhardt, Chairman
Wesley Whittaker, Secretary
Josh Stone
Larry Tosi

OTHERS

Audrey Ross, Resource Centers
Jack Evatt, AndCo. Consulting
Scott Christiansen, Christiansen & Dehner
Lynn Skinner, Salem Trust

2. PUBLIC COMMENT

N/A

3. PLAN FINANCIALS

The Trustees reviewed the minutes of the January 19, 2017 & July 20, 2017 meetings.

Josh Stone made a motion to approve the minutes of the January 19, 2017 & July 20, 2017 meetings. Larry Tosi seconded the motion, approved by the Trustees 4-0.

4. REPORTS

9/30/2017 Quarterly Investment Report (Jack Evatt, AndCo Consulting)

Mr. Evatt briefly updated the Board on the market environment during the quarter and noted that international and domestic both did well despite the market place. Small cap outperformed large cap and he briefly reviewed the sectors. He noted that there was not a rate increase during the quarter but the Feds did announce they will be reducing their balance sheets. Mr. Evatt reported that the Plan ended the fiscal year with \$9,765,264 in assets, which was a gain of 3.53% for the quarter and 11.10% for the fiscal year to date. He briefly reviewed each manager's performance and noted that they all did well for the quarter and fiscal year. Transamerica did underperform their relative index, but he thinks this is mostly due to the market timing of the fiscal year end cut off. It is still a rough market environment for fixed income but they are holding up and he briefly discussed the equity markets and what seems to be driving them. At this time Mr. Evatt does not have any recommendations for rebalancing but he does think this portfolio is now large enough to start diversifying out into other asset classes such as real estate. Real estate would be a safety net on the fixed income side and he noted that he will bring back some real estate materials and managers to review at the next meeting.

Attorney (Scott Christiansen, Christiansen & Dehner)

Mr. Christiansen stated that the Board recently hired KTMC as their securities class action monitor so there will be some agreements to be signed.

Mr. Christiansen confirmed with Ms. Ross that the SPD was distributed to the active members since it was approved at the last meeting.

Mr. Christiansen stated that due to year end the appropriate forms needed to be filed with the State and the City. Ms. Ross concurred.

Mr. Christiansen stated that he and his partner have decided to begin the transition to the next phase of their careers. Therefore they will be reducing their workload and have decided to reduce the number of pension plans that they represent. They have decided to geographically centralize the clients that they service in order to reduce their travel time. Mr. Christiansen notified this Board that he will continue to legally represent this Plan at their pleasure for the years to come.

Lastly Mr. Christiansen presented the Board with the proposed 2018 meeting dates.

Wesley Whittaker made a motion to approve the proposed 2018 meeting dates. Larry Tosi seconded the motion, approved by the Trustees 4-0.

Custodian Report (Lynn Skinner, Salem Trust)

Ms. Skinner provided the Board with Salem Trust's June 30, 2017 quarterly custodial report and briefly explained what information it contains.

Ms. Skinner presented the Board with Salem Trust's SSAE 18 report through June 30, 2017. She noted that a clean opinion was issued.

Ms. Skinner explained that the Board currently has a standing letter on file to raise money as needed. Mr. Evatt will make the recommendation as to where to take the money from and Ms. Ross will then direct Salem Trust to make the transfer. She just confirmed this is the process the Board wants to continue to use. The Board concurred to keep the process as is.

Administrator Report (Audrey Ross, Resource Centers)

Ms. Ross stated that the Plan received its 2017 State money and it was invested back into the Plan per the recommendation of the Plan's Consultant.

Ms. Ross presented the Board with PRC's SSAE 16 report through June 30, 2017. Just like Salem, a clean opinion was issued as well.

5. PLAN FINANCIALS

The Trustees reviewed the Warrant for payment of invoices.

Josh Stone made a motion to approve the Warrant dated October 19, 2017. Larry Tosi seconded the motion, approved by the Trustees 4-0.

The Trustees reviewed the application for for a refund of contribution for Roxanne Affeldt.

Larry Tosi made a motion to approve the application for a refund of contribution for Roxanne Affeldt. Wes Whittaker seconded the motion, approved by the Trustees 4-0.

6. OTHER BUSINESS

Ms. Ross presented the Board with the Foster & Foster letter regarding the new required electronic reporting requirements of the Valuations. Foster is proposing a fee to setup this online portal as well as an annual fee each year to update the numbers online as well. The Trustees discussed and tabled the letter until the next meeting when Foster is present to discuss.

7. NEXT MEETING

The Trustees previously set the schedule for the next regular quarterly meeting on Thursday, January 18, 2018 at 3 PM.

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 4:07PM.

Respectfully submitted,

Wes Whittaker, Secretary