

**CITY OF BRENTWOOD
POLICE AND FIREFIGHTERS' PENSION FUND
BOARD OF TRUSTEES MEETING MINUTES
JUNE 11, 2013**

Mayor Kelly called the Pension Board meeting to order at 9:00am.

ROLL CALL:

Deputy Clerk Pittman proceeded with attendance.

Board Members Present: Mayor Kelly, Police Chief Disbennett, Fire Chief Jury, Firefighter Niemeyer, Police Officer Retzlaff, Treasurer Reynders

Absent: Alderman Wynn

Others Present: City Clerk/Administrator Bola Akande, Deputy City Clerk Octavia Pittman, Legal Advisor Larry Sewell, Armstrong Teasdale and Secretary Gina Jarvis.

CONSIDERATION AND APPROVAL OF MINUTES

Fire Chief Jury made a motion to approve **Pension Board Meeting Minutes April 5, 2013, Pension Board Meeting Minutes April 25, 2013, Pension Board Meeting Minutes May 1, 2013, and Pension Board Meeting Minutes May 16, 2013** as submitted. Motion seconded by Police Chief Disbennett. Unanimous vote in favor taken; **MOTION PASSED.**

UNFINISHED BUSINESS

Update On Website Information Related To The Pension Plan

Secretary Jarvis reported that the website is up and running. All were asked to review and notify of any changes.

NEW BUSINESS

Pension Plan Actuarial Report January 1, 2013 – Ekon Benefits

Keith Kowalczyk, Actuary, provided an overview of the pension plan actuarial report as of January 1, 2013 and a summary of the financial status. Based on the aggregate funding method, the recommended contribution has increased to \$1.751million. He explained changes made after discussions with the board and the decision to lower the investment earnings assumptions to 7%. The mortality table has been updated to RP2000, the female set back has changed to 4 years, there has been no change to the salary appreciation assumption which is 5%, and expected employee contributions are \$1.278million. Discussions were also held regarding plan activity and current funding at 78%.

Custodial Search Process/Selection – ACG

Patti Haffner and Haley Rives (Asset Consulting Group) provided an overview of the custodial search process; Private Bank, Commerce Trust Company and US Bank provided service proposals. Commerce Bank was recommended based on their

willingness to provide the requested services and proposed fee (4 basis points on all assets).

Donald Raines and Johanna Sutterfield from Commerce Trust Company presented to the Board the proposal of Commerce Trust Company to serve as custodian of the Fund's assets. Following the presentation, Mr. Raines and Mrs. Sutterfield were excused from the meeting at which time the Trustees, along with Patti Haffner and Haley Raines from Asset Consulting Group, discussed the merits of engaging Commerce Trust Company for this purpose;

Upon a motion made by Police Officer Retzlaff and seconded by Treasurer Reynders, the following resolutions were unanimously adopted:

RESOLVED, that Commerce Trust Company is hereby selected as Custodian of the Fund, subject to Counsel for the Fund negotiating a satisfactory custodian agreement with Commerce Trust Company; and

FURTHER RESOLVED, that the Chairman of the Board of Trustees is hereby authorized and directed to enter into such custodian agreement with Commerce for and on behalf of the Board of Trustees;

FURTHER RESOLVED, that Secretary of the Board of Trustees and its appropriate agents are authorized and directed to take such actions as are necessary to terminate The Private Bank as the Custodian of Fund and to facilitate the transition of the Custodianship function to Commerce Trust Company.

MEMBER TRAINING – ACG

Representatives educated members on **Asset Allocation**, the amount and where monies are invested is the most important decision made. A structured plan helps to eliminate emotional responses to market activity.

Education was also provided on the **Basics of Equity & Fixed Income Investing**, how the stock market is made up and the difference from lender and bond investors. Suggestions of change are forth coming to provide exposure to all categories.

Education regarding, **Passive vs. Active Management, Manager Search Process** and **Performance Measurement Process** will be continued at the next meeting.

ADJOURNMENT

Chief Disbennett made a motion to adjourn the meeting at 11:18am. Motion seconded by Officer Retzlaff. Unanimous vote in favor taken; **MOTION PASSED.**

Approved as submitted the 24th day of September, 2013.

Attest:

Gina Jarvis/Secretary