

BERKS COUNTY EMPLOYEES' RETIREMENT FUND MINUTES
BERKS COUNTY SERVICES CENTER
COMMISSIONERS' BOARD ROOM
OCTOBER 24, 2016

The Berks County Retirement Fund Board met in a regular session on Monday, October 24, 2016, at 10:00 A.M. in the Boardroom on the 13th floor of the Berks County Services Center, pursuant to due notice to Board members and the public.

Chairman Christian Leinbach called the meeting to order at 10:02 AM. Attending were Sandra Graffius, Secretary, Dennis Adams, Treasurer and members Kevin Barnhardt and Mark Scott. The following County staff attended: Christine Sadler, Solicitor; Ronald Seaman, Chief Administrative Officer; Robert Patrizio, Chief Financial Officer; Ronald Rutkowski, Deputy Controller; Suzanne Baer, Pension Coordinator; Grazyna Nykiel, Senior Governmental Accountant and Coreen Thomas, representative of UFCW. Also attending: Terry Gerlich, CFA, from SEI Global Institutional Group.

APPROVAL OF MINUTES

The minutes of the September 22, 2016 meeting was approved as presented.

PUBLIC COMMENT FROM THE FLOOR

None.

PRESENTATION

SEI Investments: Terry Gerlich presented the SEI Quarterly Investment Review Third Quarter 2016 report. See Exhibit A.

CORRESPONDENCE

Correspondence was reviewed. No action necessary

OLD BUSINESS

Solicitor Sadler updated the Board on Resolution 2R-2016, regarding recommendations from McNees, Wallace and Nurick. She discussed two action items: bylaws and requests for proposal.

Solicitor Sadler, Ronald Seaman, Jack Linton, Esq., Tony Distasio, Esq. and Socrates Georgeadis, Esq. reviewed the proposed bylaws from Attorney Sarah Ivy of McNees, Wallace and Nurick, and made changes. Solicitor Sadler sent a proposed draft back to Ms. Ivy for review and another discussion took place. Solicitor Sadler pointed out there are significant changes to the existing policy for the Board to review. She suggested the Board vote on the proposed bylaws at the November meeting so the Board has sufficient time to review the document and suggest any revisions.

Solicitor Sadler stated that Ms. Ivy had not completed the changes to the pension plan document. She gave Ms. Ivy a deadline of November 7, 2016 to provide changes to the plan document.

Solicitor Sadler plans to present the updated bylaws and plan document changes for approval by the Board by the end of the year.

Regarding the RFP for actuary and pension calculations, Solicitor Sadler followed up with Ronald Seaman concerning the proposals that Arnel Wetzal, Director of Human Resources had obtained. Solicitor Sadler stated that the professional services did not have to be done by a formal RFP process. She stated there were two firms that she and Mr. Seaman agreed presented very well in the preliminary process. They recommend interviews be scheduled with the Board.

Commissioner Scott inquired if Hay Group [Korn Ferry] was one of the two firms invited to interview. Solicitor indicated that Hay was not one of the firms HR Director Wetzal interviewed. Solicitor Sadler recommended the Board initially interview the two outside firms. Since the Board is familiar with Hay's services, the Board can make a final determination who to include in any final selection process. Solicitor Sadler emphasized that Hay was not being excluded from the process but the first step should be to conduct an initial interview with the firms recommended by HR.

NEW BUSINESS

1. A motion was made by Commissioner Barnhardt, second by Commissioner Scott, to approve authorization of the employee pension credit requests listed below. Motion carried. (12R-2016):
 - a. Diana Hemmig buying back over 9 years of previous service time in the amount of \$4,735.23
 - b. Eureka J. Yeich buying back over 1 year of LOA time in the amount of \$3,202.56
 - c. J. Michael Walsh buying back over 2 months of LOA time in the amount of \$2,320.16
 - d. Todd E. Baver buying back over 1 year of LOA time in the amount of \$6,633.79
 - e.
2. Controller Graffius mentioned the SEI meeting in January will be held on the fourth week of the month because of Martin Luther King Day. A motion was made by Commissioner Barnhardt, second by Commissioner Scott, to approve the meeting and presentation schedule for 2017 (13R-2016).

AUTHORIZE DISBURSEMENTS

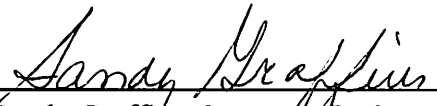
A motion was made by Controller Graffius, second by Commissioner Scott, to authorize the disbursements for annuities and refunds for October, 2016 per listing to follow. Motion carried. (14R-2016)

Annuities	1,389,134.83
Refund	1,127,061.10
Total	<u>2,516,195.93</u>

COMMENT FROM THE BOARD

There being no further business, the meeting adjourned at 10:30 A.M.

Respectfully Submitted,



Sandy Graffius, Secretary Retirement Fund Board