

RETIREMENT BENEFIT TRUST OF ST. MARY'S COUNTY (Friday, December 3, 2021)

Generated by Michelle Rance on Monday, December 6, 2021

Members present

Dr. Rebecca Bridgett, County Administrator
Michael L. Hewitt, Commissioner Member
Jeannett Cudmore, Chief Financial Officer
Catherine Pratson, Human Resources Director
Mary Ann Murray, Community Representative

Others Present:

Jody Quasney, Plan Administrator
Pat Wing, Marquette Associates
Michelle Rance, Administrative Recorder

1. 11:00 am - CALL TO ORDER

2. ROLL CALL

A. Approval of the Agenda

Motion to approve the agenda for December 3, 2021

Motion by Mary Ann Murray, second by Jeannett Cudmore.

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr. Rebecca Bridgett, Catherine Pratson

B. Approval of the Meeting Minutes for August 27, 2021

Motion to approve the meeting minutes for August 27, 2021

Motion by Commissioner Michael L Hewitt, second by Catherine Pratson.

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr. Rebecca Bridgett, Catherine Pratson

3. PRESENTATION

A. Q3 Investment Performance Report

Pat Wing of Marquette Associates began with an overview of the Market Environment in Q3 followed by a detailed review of the Portfolio performance in Q3. The Market Value of the fund for Q3 was \$120.9M as of September 30, 2021. The portfolio investment loss was \$981,000 and the portfolio returned -0.8% (net) vs. policy index of -0.4%.

Motion to accept the Q3 Investment Performance Report

Motion by Jeannett Cudmore, second by Commissioner Michael L Hewitt.

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr. Rebecca Bridgett, Catherine Pratson

B. Recommendations

Pat Wing presented their recommendations for rebalancing starting with the transfer of \$150K out of the William Blair Small Cap Value Fund and \$850K from Cash, then adding the \$1M to the Delaware Diversified Income Fund, Pat Wing pointing out that this is the most conservative of the three fixed income investment managers.

Motion to move \$150K from William Blair Small Cap Value Fund and \$850K from Cash, total \$1M to Delaware Diversified Income Fund.

Motion by Commissioner Michael L Hewitt, second by Jeannett Cudmore.

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr. Rebecca Bridgett, Catherine Pratson

In further discussion, the recommendation was made to present to the County Commissioners a presentation outlining how the SORP, LOSAP, and OPEB funds are funded and whether they could go from pay-go to paying for themselves. It was also suggested to include Bolton Partners for this presentation. The board agreed to add this topic to the agenda in February with the idea of including a status on date(s) and the content would look like for this presentation.

C. Investment Policy Statement Review

Pat Wing referred to both the current Investment Policy as well as the draft Investment Policy Statement, quickly highlighting the various changes being recommended. The board agreed that they will review all the recommended changes and plan to approve in the February meeting.

D. Next Steps

In addition to the Q4 Performance reporting, the approval of the draft Investment Policy, rebalancing recommendations, and an update on the status of the Custody RFP process will be presented. The Technical Evaluation committee is currently reviewing and scoring all submissions now in preparation for selecting the finalist that will make their presentation. The current plan is the selection of the new custodian in Q1 and implementation in Q2.

4. COMMITTEE REPORTS

A. Plan Administrator's Report for December 3, 2021

Jody Quasney reported the following:

- Capital Calls - Transfer of Funds since last meeting: **Transactions Totaling \$1,501,573.86**
 - ABR Chesapeake Investors VI LP \$130,000.00
 - Accolade Partners Growth I LP \$90,000.00
 - Accolade Partners Growth II LP \$187,869.00

- Bedrock Capital II LP \$75,000.00
 - Elmtree US Net Lease Fund IV LP \$18,081.53
 - Greenspring Secondaries IV \$109,000.00
 - JMI Equity Fund X \$401,500.00
 - Multi-Alternative Opportunities Fund (A),LP \$53,326.33
 - Pennybacker V, LP \$436,797.00
- Administrative – Transfer of Funds since last meeting:
 - Bolton Partners – Actuarial Reporting Disclosures - \$2,700.00
 - Marquette Associates – Investment Consulting - \$27,229.83
 - Future Meeting Calendar:
 - Proposed dates for 2022:
 - February 25
 - April 29
 - June 24
 - August 26
 - October 28
 - December 2

Motion to accept the Plan Administrator's Report for December 3, 2021 as amended, changing the February 25th date to February 11, 2022.

Motion by Mary Ann Murray, second by Jeannett Cudmore.

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr. Rebecca Bridgett, Catherine Pratson

5. ADJOURN

A. Adjourn the meeting

Motion to adjourn the meeting

Motion by Commissioner Michael L Hewitt, second by Catherine Pratson.

Final Resolution: Motion Carries

Yea: Mary Ann Murray, Commissioner Michael L Hewitt, Jeannett Cudmore, Dr. Rebecca Bridgett, Catherine Pratson

Minutes approved by the OPEB Board on: February 11, 2022