

Joint Meeting Minutes
Dukes County Pooled OPEB Trust
May 23, 2019
Dukes County Administration Building, Edgartown, MA

Members Present: James Hagerty, Edgartown; Curtis Schroeder, MV Commission; Kathy Logue, West Tisbury; Jonathan Snyder, Chair, Tisbury; Amy Tierney, MV Schools Business Administrator; Lauren Thomas, MV Transit Authority; Noreen Flanders, Dukes County; Melanie Becker, Chilmark

Also present: Maura McGroarty, Oak Bluffs Finance Committee; Ann Metcalf, Dukes County Treasurer, David Lee, Dahab Associates

Members not present: Cheryl Sashin, Oak Bluffs; Sibel Sumin, Aquinnah

Jonathan convened the meeting at 11:04 am

Investment review with David Lee of Dahab Associates

David told us that on March 31st, 2019 the Dukes County Pooled OPEB Trust's portfolio was valued at \$14,735,092., representing an increase of \$1,647,343 from the December quarter's ending value of \$13,087,749. Last quarter, the Fund posted net contributions equaling \$499,533 plus a net investment gain equaling \$1,147,810. Total net investment return was the result of income receipts, which totaled \$43,438 and net realized and unrealized capital gains of \$1,104,372.

For the first quarter since transitioning to Dahab, the Dukes OPEB account gained 8.7%, which ranked in the 44th percentile of the Public Fund universe. Over the trailing twelve-month period, three quarters of which were not with Dahab, this portfolio returned 4.5% on an annualized basis and ranked in the 92nd percentile. These numbers once again reinforced the group's belief that the decision to engage Dahab Associates was a very good and very necessary decision.

Jon presented a report: Dukes County OPEB Trust Market Values Mid-May 2019; and said that at the end of the first quarter of 2019 he did a rebalancing of the portfolio to more closely achieve our asset allocations; we are now very close, just a little light in Real Estate and a little heavy in cash. After discussion a **motion was made by Kathy, seconded by Amy to commit an additional \$250,000 to TA Realty from cash, all ayes.** Jon said no other changes are needed.

Treasurer's Financial Report – Curtis Schroeder

Curt distributed the Balance Sheet as of March 31, 2019 as well as the draft budget for FY2020. There was discussion that the proposed \$9,900 for the Actuarial Study will need to go up because this year will be a full evaluation, not just an update. There was also discussion that the Investment Consultant (David Lee, Dahab) number should not be in the assessment budget since it will be paid from investment returns. It was agreed that it will be shown as a footnote and David said the correct number is \$9,750 (not \$10,000). There was discussion that we may need to purchase QuickBooks. Jon suggested and all agreed that we will not vote on the budget until the revisions have been made.

Policy on Asset Allocations and Policy for Expense Allocations

Jon suggested these items be postponed until the next meeting.

Corrections were made to the draft minutes of the November 29, 2018 meeting and Kathy moved, seconded by Curt to approve as corrected. All ayes.

Nominations for Board Officers

Curtis nominated, and Noreen seconded, Kathy to be Treasurer. All ayes. Curt said he will work with Kathy on the transition and Kathy will assume the position of board Treasurer on July 1, 2019.

Melanie nominated Amy, seconded by Curt, to be Vice Chairman; All ayes.

Noreen motioned, seconded by Amy, for Jon to continue in the position of board Chairman and Melanie to continue as Clerk/Secretary. All ayes.

Jon thanks Curt for his three years of service to the group as Treasurer as we transitioned to doing the audits required by GASB.

Curt told the group that the website is being updated. There was discussion that we have been posting Quarterly Reports, but going forward we will post only the current year's quarterly reports and the prior years will be annual reports as of June 30th. Kathy said that she will solicit the missing pieces. She went over what documents are missing and said, when she collects them, she will give them to Martina Thornton on a flash drive to be posted on the county's website.

The board will meet next on July 12, 2019 at 9:00 am at the Dukes County Administration Building Conference Room.

The meeting was adjourned at 12:00 pm

Respectfully submitted, Melanie Becker, Secretary/Clerk

Approved: July 19, 2019

Documents attached:

Market Values Mid-May 2019

Balance Sheet as of March 31, 2019

Draft Budget Fiscal Year 2020