DRAFT Joint Meeting Minutes
Dukes County Pooled OPEB Trust
July 20, 2018
VTA Conference Room at Airport Business Park

Members Present: Kathy Logue, West Tisbury; Amy Tierney, MV Schools Business Administrator; Curtis Schroeder, MV Commission; Melanie Becker, Chilmark; Jonathan Snyder, Chair, Tisbury; Lauren Thomas, MV Transit Authority; Noreen Flanders, Dukes County; James Hagerty, Edgartown
Members not present: Sibel Sumin, Aquinnah

Jon convened the meeting at 9:13 am
Minutes of the June 22, 2018 meeting were approved unanimously as amended.
Investments: Jon Snyder reported that he had spoken to David Lee of DAHAB before the meeting, and there was no need to conference David in. Jon also reported that over the past few weeks, Vanguard, TA Realty, and Loomis Sayles have all opened new accounts for the OPEB Trust and last week, the Rockland Trust portfolio had been liquidated and transferred to our custodial account at People's United. All but $200,000 has then been transferred out to Vanguard and Loomis Sayles, including the portion intended for TA Realty, which Loomis will be holding in the short term.
Jon then brought up a matter raised by Linda Bournival of KMS Actuaries because of the discrepancy between the target return with DAHAB (8%) and the actuarial study (7.5%). Linda recommends a figure in the 7.0 to 7.5% range as more realistic and more conservative for the actuarial study. It is OK to keep the investment goal at a higher number at the same time, as long as it is intentional. Kathy Logue proposed that we keep the actuarial figure at 7.5% for the balance of this actual cycle, as this is a roll-forward year, and we could reexamine this for next year. The members agreed by consensus.
FY2017 Audit – Curtis Schroeder
Curtis explained that the audit would be available any day now, and we would find two management notes: 1) $18,947 in interest/investment income did not get recognized on the books in FY2017. Curt said that the auditors had provided a journal entry to add that. 2) Lack of a supporting documentation for the census and that there should be a formal policy adopted for the method of expense allocation. Kathy noted that she was absolutely sure that we had, in fact, already voted on such a policy and she will look through old minutes to find that vote. It was agreed that what she finds would be forwarded around in advance of the next meeting, and formal policy adoption would be added to the agenda of the next meeting if necessary. Curt also reported that nearly all members have now paid the special assessment.
Insurance. Jon Snyder reported that he has processed the renewal applications for the two insurance policies and that Curt has the invoices for payment.
The board will meet next in November when David Lee will be on island already to meet with the retirement system, to review the status of investments. In addition, the draft actuarial study should be ready for review, and Linda Bournival can be asked to participate by phone or internet.

The meeting was adjourned at 9:44 am

Respectfully submitted, Kathy Logue, Vice Chair
Approved: