



Public Pension Financial Forum  
c/o Ohio Public Employees Retirement System  
277 E. Town Street  
Columbus, OH 43215  
614-222-5601

P2F2 Board Meeting  
**April 16, 2015 Minutes**

*Directors present:* Beulah Auten, Michelle Camuglia, Karen Carraher, Rhonda Covarrubias, Dave DeJonge, Rob Dolphin, Karl Greve, Michele Nix

*Directors unable to attend:* Darla Iverson

*Guests:* None

President DeJonge called the meeting to order at 2:08 CST.

A motion was made by Nix to approve the minutes from the February 5, 2015 Board meetings. Greve seconded. The motion passed.

Changes were requested for the March 9-10 strategic planning meeting minutes. DeJonge will make those changes and send them out for review. A motion was made by Nix and seconded by Covarrubias to hold off on approving the March 9-10 minutes until the May Board meeting, once everyone has had more time to review them.

**Treasurer's Report/Finance Committee** – Camuglia provided financial reports as of 3/31/15, which showed there is a balance of \$211,664.

**2015 San Diego Conference** – Auten reported that the Sunday evening welcome reception will be held at Marina Village, a 15-minute slow walk from the hotel. Ranch Catering provided a quote of \$13,000 for 215 people, which includes room rental, tacos, 4 types of hors d'oeuvres, and 2 drink tickets. The room we'll be in overlooks the harbor. Entertainment will be provided at no cost by a group of aspiring musicians who play a wide range of music. A shuttle will be lined up in case there are folks who aren't able to make the walk. The committee has decided not to provide snacks during the 10:30 morning break because of its proximity to lunch. There may be enough in the budget to allow for a limited continental breakfast, so the decision about whether or not to provide such a breakfast will be postponed until we have a better feel for the budget. DeJonge negotiated a \$5 cost for the resort fee (which is typically \$22), which will be added to the room rate for a total room rate of \$174. The resort fee includes in-room bottled water (2 per day), 3 hour complimentary bike rentals, business center access, beach chairs/toys available at concierge desk, assorted board games, bocce ball, foosball, ping pong, bean bags, discounted attraction tickets available at the concierge desk, and a value booklet. The bus contact for our Monday evening trip to Sea World is in place. Jim Riebe is researching electronic CPE. John Wicklund is handling AV needs again. Camuglia noted that a food committee is working on lunch selections, and Charlene Powell is negotiating prices with the hotel. Nix noted that sponsor letters have been sent to the 2014 sponsors, and 9 of them have already said they will sponsor us during the 2015 conference. Auten noted that she had two new possible sponsors, and she will give the contact information to Nix. Greve noted that the Speaker Committee has met once to brainstorm session topics, and a 2<sup>nd</sup> meeting is scheduled for April 17<sup>th</sup>. A draft brochure with session topics will hopefully be ready by the first part of June.

**2016 Charleston Hotel Selection** – DeJonge flew to Charleston April 10-11 to do site visits of the two hotels that bid on our conference through Meeting Sites Resource (MSR). A comparison of the two hotels was provided. The first hotel, Embassy Suites, is located in North Charleston, about 7 miles from the historic district, close to the airport and across the street from a large shopping area. It is connected to the Charleston convention center. We would have the entire ballroom to ourselves. Meeting spaces and sponsor spaces would work out well for our group. The only drawbacks are that the hotel only has 255 rooms (and will only guarantee 220 for our group), and proximity to the historic district. There are 4 or 5 hotels located within a block of the convention center, however, in case we need an overflow hotel, and the hotel will provide us with 2 buses four hours a day for four days to shuttle us back and forth between the hotel and the historic district, at no cost to us. DeJonge reminded the Board that we picked up 194 rooms on the busiest night in Nashville. The second hotel, Charleston Marriott, is located about 1.5 miles from the historic district. It is downtown, and across the street from the Ashley River and a few blocks from the Citadel. We would have access to all of their meeting rooms, and the rooms are fairly close to each other (but not in one ballroom). Other than fast food, most restaurants are at least ¼ of a mile away from the hotel. The hotel has a shuttle that will shuttle attendees back and forth from the historic district for \$3 round trip. The hotel has 340 sleeping rooms, so we would likely not need an overflow hotel, although it tends to fill up in October. The hotel recommends that we not walk to the historic district. A motion was made by Covarrubias and seconded by Auten to select the Embassy Suites as our hotel for the 2016 conference. The motion passed.

**GroundWork Group** – Nix met with Casey Fick (who handles our website) to discuss working with GroundWork Group to add services to our website. The cost would be roughly \$12,000, depending on what we ask them to do, and the Board felt that was money well spent. GroundWork can work at whatever pace we'd like. Covarrubias noted that she spoke with GroundWork and believes they could have us with electronic CPE for an extra \$3,000. Nix recommended that she pull together the website committee (Nix, Camuglia, DeJonge and Greve) to meet with Casey, determine questions we might have for GroundWork Group, discuss those with GroundWork Group, and report back to the Board. Because we'd like to enable online registration this year, we have a bit of a need for speed, so will ask GroundWork to do that piece first.

**Roll Call of the States** – Camuglia provided an update on her work on a searchable database that contains information from member systems. She has been working on cleaning up the data after feedback from Board members. If you have further feedback about which data sets should be included when we make this an online tool, please contact Camuglia.

**Monthly GASB Conference Calls** – Greve continues to host monthly GASB phone conference calls with members. At the April 9 meeting, a person from the AICPA state and local government expert panel was invited to ask questions of the group, which was interesting. A couple of issues discussed related to contribution amounts on allocation schedules being tied out by auditors, and items (especially footnote disclosures) that aren't covered in the AICPA schedules. The next two meetings will be held on April 29 and May 27. Another hot issue right now is the change in definition from "covered payroll" to "covered employee payroll" and the problem with plans determining gross payroll when what plans receive is pensionable wages. Karl will draft a letter on behalf of the Board requesting that GASB reconsider requiring plans to provide covered employee payroll in the GASB 67 schedules. He will try to complete that task by next week.

**GASB Communications Group** – DeJonge and Greve are on the task force which is part of the GASB Pension Communication Research Group. The goal of that group was to develop documents that could be used by several organizations to help explain the new pension accounting standards to their constituents. Those documents were finalized recently. Nix will post them on our website.

**Newsletter** – The minutes for the March 9-10 strategic planning meeting include assignments we each have for submitting newsletter articles to Patti Brammer by yesterday. The Board once again thanked Greve for the excellent work he does putting together the newsletter, and hope our contributions make it easier for him to continue publishing the newsletter.

**Old Business** (none)

**New Business** – Nix noted that a few sponsors have asked if they could present at the 2015 conference. She has asked them to present topics to Carraher if they are interested, and the Speaker Committee will determine whether or not those topics and/or speakers should be included. Dolphin noted he has received a CEM survey, and will share results with the Board. DeJonge reminded the Board of the tasks on our “Follow Up” list from the strategic planning meeting. Those will be discussed at the next Board meeting.

**Adjournment**

There being no further business, President DeJonge adjourned the meeting at 3:33 CST.