



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 7, 2016 Minutes

Directors present: Michelle Camuglia, Karen Carraher, Rhonda Covarrubias, Dave DeJonge, Karl Greve, Darla Iverson, Michele Nix

Directors unable to attend: Beulah Auten, Rob Dolphin

Guests: Nancy Mikola

Carraher called the meeting to order at 1:33 PM (CST).

A motion was made by DeJonge to approve the March 3, 2016 Board meeting minutes. Greve seconded the motion. The motion passed.

Treasurer's Report/Finance Committee –

- Financial reports as of March 31, 2016 show a balance of \$291,868.48, consisting of balances in checking, savings and three CDs. Hewig prepared tax returns for 2015 and forwarded to Covarrubias for review. Covarrubias will notify Mikola once the review is finished and the returns can be filed.

2016 Charleston Conference Committee reports –

- **Hospitality Committee** – After incorporating changes to the menu from the Meals Sub-Committee members, an invoice was received from Top Shelf, the caterer providing the meal for the Sunday night event. Camuglia updated the budget with the invoice amount from Top Shelf. We are waiting for the Embassy Suites to provide a mock menu for the conference lunches. P2F2 must spend at least \$45,000 for food at the Embassy Suites. Snacks will be included in the amount spent with Embassy Suites. A contract with MTS Tracking for electronic CPE and attendance tracking was forwarded to MTS for their signature. The contract, totaling \$1,890, is for the same services and price as last year. The Goodie Bag Sub-Committee met a few times and has a nice selection of options for goodie bags for attendees. The AV Sub-Committee has the laptops that need to go to Charleston handled. The Newsletter Sub-Committee met and made some decisions for a newsletter. The newsletter will be called the Charleston Courier and will be sent electronically every two weeks until September, then will be sent weekly. The newsletter will include information such as things to do in Charleston, important dates and lodging information. The newsletter will be used to create excitement about Charleston and the conference. During the conference, a hardcopy newsletter will be provided daily to attendees and will include important daily information, transportation details and details of the day.
- **Speaker Committee** – Carraher gave a Speaker Committee update, stating that 97% of the speakers are set. April 15 is the deadline set to get the last of the schedule changes made so that registration sign-ups can begin by May 1. If an attendee is scheduled for one of the pre-conference sessions, they will get information for both pre-conference sessions. The committee is working on finding a replacement for the speaker for the "History of DB" session. Carraher gave conference information to the designer and should have something out by May 1. The Charleston Courier will have gone out by then to raise the interest of potential attendees.

- **Sponsor Committee** – Nix and Charlene Powell met last week and they should have a request out to 20 vendors to be conference sponsors by the end of the week. If the potential sponsors haven't responded by the end of the month, requests will be sent out to other vendors.
- **Conference Budget** – Carraher will update the budget once all speaker costs are known. The number of goodie bags needs to be updated to 350; this number is based on the actual attendees plus sponsors at the San Diego Conference. \$1,250 needs to be added to that line item.
- **Membership Committee** – Camuglia will draft a reminder letter to those states that don't have members and send it to Carraher for review.
- **Miscellaneous Conference Information** – Attendee and registration costs will not change. The theme of the conference is "From Then to Now".

2017 Conference –

- RFP's were sent to potential hotels in Denver for the 2017 conference. Only two responded. Instead it was decided that DeJonge will research conference options in Salt Lake City, UT and Albuquerque, NM for the 2017 conference.

2018 Conference –

- The Board narrowed down possible conference sites for 2018 to Orlando, FL, Asheville, NC, Savannah, GA, Chicago, IL, Grand Rapids, MI and Charlotte, NC. Hewig will take the lead in looking at these locations to reduce the options further.

2019 Conference – Hewig will start working on Denver as a possible site for the 2019 conference.

Strategic Planning – Two strategic planning meetings are scheduled, one for April 29 and one for the day after the conference in Charleston. One of the items on the agenda will be website activities. GroundWork group will attend the April 29 meeting to discuss having the registration site up on the P2F2 website. If you have additional topics for the meeting, email them to Carraher. Carraher will update the Strategic Plan.

Website Update – The bylaws have been updated on the website. Conference information and the Charleston Courier need to be added to the website. This will be coordinated through Mikola.

Financial Advocacy –

- The next GASB call will be on April 27. There will be two people from GASB on the call to answer questions about GASB 72. The call topic has shifted primarily to GASB 72.
- Census data audits were discussed. The pension systems pay for the census data audit while census data is really employer controlled. Some plans make the employer's auditors audit the census data, while other plans have to do the audit of the employer census data.

Old Business – None

New Business – None

The next scheduled meeting is Thursday, May 5, at 1:30 CST. Additional dates for 2016 are: June 2, July 7, August 4, September 1 and October 6, 2016.

Adjournment –

The meeting was adjourned at 2:45 PM (CST).