



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

**P2F2 Board Meeting
May 12, 2017 Minutes**

Directors present: Karen Carraher, Dave DeJonge, Rob Dolphin, Karl Greve, Darla Iverson, Robin Madsen, Michele Nix

Directors unable to attend: Rhonda Covarrubias, Michelle Camuglia

Guests: None

A motion was made by Dolphin to approve the March 2, 2017 Board meeting minutes. Greve seconded the motion. The motion passed.

Treasurer's Report/Finance Committee – no update

2017 Conference (Albuquerque) –

- **Hospitality Committee (DI)** - Contracts for the two evening venues and the entertainment at each venue have been signed and deposits have been made. Draft bus schedules have been created for the two evening events. Catering proposals have been received from two caterers for the two evening events. The 2017 Embassy Suites catering menu has been received. Per the contract with the Embassy Suites, there is a \$40,000 minimum that needs to be spent for food and beverages. The Meal Subcommittee will set up a call in June to discuss the hotel and event menus. The first Abu-Courier will be emailed out the week of May 22, with a second one following on May 31. The Goodie Bag Subcommittee has been in contact with the ABQ Convention and Visitors Bureau contact – they will provide to P2F2 300 plastic bags free of charge. Since it has been more than a few years since a portfolio was given as an attendee gift, zippered portfolios will be purchased for attendees, along with the three NM related items. They will continue to make decisions on what other items will be in the goodie bags. John Wicklund has been in contact with the AV contact at the Embassy Suites. At the CEM Conference, a Catchbox (soft throwable microphone) was used for audience members to ask questions. The audience members seemed to enjoy this new way of asking questions. Wicklund will look at the compatibility aspect of a Catchbox with the electronic setup at the Embassy Suites before we make decisions about purchasing one or two.
- **Speaker Committee (KC)** – A fourth track focused on Personal Development has been added to the conference agenda. Room assignments will have to be adjusted. The agenda has a good blend of technical and soft skill sessions. The speaker costs are being updated for the budget. 98% of the speakers have been finalized. Bios and descriptions of the speakers are being gathered with the goal of having all collected by June 1.
- **Sponsor Committee (MN)** – Half of the sponsors have committed. There are a number of sponsors on a waiting list.
- **Conference Budget (KC)** – A conference budget has been prepared and distributed. There is a small positive balance. Some adjustments to speaker and retiree expenses are still needed.
- **Conference App (KC)** – Patti Brammer is working with a free version of a conference app called Guidebook. It may be something we can use for the 2017 annual conference.
- **Groundwork Group (GWg) (KC)** – GWg has given P2F2 three options: (1) Keep format the same and update for the 2017 Conference, which they can start working on June 1; (2) Incorporate things on the member side to make things easier; (3) Incorporate things on the sponsor side. To update last year's materials with the 2017 conference information, there will need to be approximately 20

hours of work at \$99/hr. This is the most realistic option while shooting for a mid-June registration opening date.

2018 Conference (Savannah) –

- A contract has been signed with the conference hotel. A site visit will need to take place to make decisions on the evening event venues.

2019 Conference (Salt Lake City) –

- A contract has been signed with the conference hotel. Dolphin will set up a conference call for himself, Carraher and Iverson to talk to the Olympic Park venue site to begin paring down the proposal received from the Olympic Park for the Tuesday evening event into something more affordable.

2020 Conference –

- Nothing to update.

2021 Conference (Denver) –

- Nothing to update.

Strategic Planning Follow-up Activities –

- **Website** – Nix will get a “Save-the-Date” for the 2017 Albuquerque Conference posted onto the website. Madsen will set up a call with DeJonge, Greve, Dolphin, Tim Rekow (ASRS) and Jeremy Pond (MSRS) to get started on a plan to freshen, update and maintain the website.
- **Technology Committee** – One of the topics mentioned in the President’s Message in the Spring Newsletter was the plan to create a Technology Committee. This committee would work with the Board to help research all-inclusive membership management systems that could replace the P2F2 website, member forum, conference registration and email burst process.
- **Retiree Group** – Carraher reported on a recent retiree conference call. Nine retirees were on the call. Discussion included the goals of what the retiree group can accomplish for P2F2. Charlene Powell and Art Hewig spoke about their experiences in assisting P2F2. Retirees who significantly contribute their time to P2F2 will be able to have their attendance at the annual conference paid for. Carraher asked that the retirees on the call submit to her by the end of May the top 5 things that they’d like to help with. A suggestion was made to have a retiree oversee the retiree group and that each retiree be paired with a Board Member.
- **Financial Advocacy Committee** – On the March call, Madsen discussed what CalSTRS learned when implementing GASB Statement No. 72, Fair Value Measurement and Application. In April, Luke Huelskamp from the Municipal Employees’ Retirement System (MERS) of Michigan was on the call discussing unitization of their investment portfolios. Greve and Madsen will put together a schedule of upcoming conference calls. While the next call will be open for questions, the call after that will be led by someone at Colorado PERA discussing how they handle publishing their CAFR.
- **Administrative Support** – Nancy Mikola will handle registration for the 2017 Conference. Carraher has asked Mikola for time estimates and documentation of the different administrative tasks, with the goal of having these tasks performed elsewhere.
- **Accreditation (RD)** – The Board discussed how to start the process of implementing a new pension accreditation and that a first step may be to start with employers.
- **Strategic Plan – (KC)** Carraher will find some dates in late September that may work for the Board to get together in Columbus to continue Strategic Plan discussions. New videos should be made to replace the outdated ones on the website.

Old Business – none

New Business – The Board of Directors information on the website needs to be updated. Madsen will send her bio to DeJonge.

The next scheduled meeting is Thursday, June 1, at 1:30 CST.

Adjournment