

MEETING AGENDA – Pursuant to Article 11.04 of MECRS By-Laws

December 13, 2011
8:30 a.m.
1045 Elm Street
Suite 403

Approval of the Minutes of the Previous Board Meeting held October 11, 2011

Approval of the Immediate Meeting Agenda – (At the discretion of the Chairman, events on the agenda may be taken out of order to accommodate board members and visitors). (Proper procedure suggests that New Business #1 be taken first).

Chairperson Comments

Citizen's Comments

Report of the Executive Director

Report of Investment Committee

Report of Administrative & Accounting Committee
Committee Chairman Woitkowski will report on the A&A meeting of December 12th and have a 2012 budget recommendation for approval by the full MECRS Board.

Report of the Benefits Committee

Reports of Special Committees

Previous Business:

1. NEPC representatives will be present for a follow-up discussion on “Value Added” private real estate investment opportunities. Also up for consideration will be a more detailed version of their recommendation from last month to consolidate existing core real estate investments with a single manager.
2. Executive Session – The board will enter executive session to discuss investment contract matters.

November Consent Agenda Items:

1. Retirement Office Expenses – Expense report for the period ending October 31, 2011 as approved by the Administrative Committee
2. Budget and Expense – Budget and expense figures for the period October, 2011
3. Pension Payroll – Reconciliation for the month ending October 31, 2011

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4. Financial Statements – Change in net assets available and statement of net assets available for benefits for the month ending September, 2011
5. Staff Payroll Reports – Payroll report for month October 31, 2011
6. Request for Pension -

Julienne Allen	School
Sylvester Gannon	Aviation
Richard Schmidtchen	Highway
Sandra VanDyne	Fire
Louis Christy	Deferred from Health
John Brisbin	Deferred from Library
Patricia Perkins-Wiley	Death Benefit
7. Refund & Rollover Reconciliation Report – September, 2011
8. September, 2011 Bank Reconciliation of Members First Credit Union Account
9. Expense Reconciliation Report – October, 2011

December Consent Agenda Items

1. Retirement Office Expenses – Expense report for the period ending November 30, 2011 as approved by the Administrative Committee
2. Budget and Expense – Budget and expense figures for the period November, 2011
3. Pension Payroll – Reconciliation for the month ending November 30, 2011
4. Financial Statements – Change in net assets available and statement of net assets available for benefits for the month ending October, 2011
5. Staff Payroll Reports – Payroll report for month November 30, 2011
6. Request for Pension -

Paula Wakefield	School
Kathleen Paul	School
Russell Fraiser	Deferred from Aviation
7. Refund & Rollover Reconciliation Report – October, 2011
8. October, 2011 Bank Reconciliation of Members First Credit Union Account
9. Expense Reconciliation Report – November, 2011

Presentations to the Board:

New Business:

1. Work-Related Disability Request From Michael Bachand
2. Request For A Motion

Other Business:

Next Meeting Schedule:

Day: _____

Time: _____

Place: _____

Motion to Adjourn:

Informational Items:

1. Net Assets Available For Benefits – By Category-
2. MECRS Proforma Cash Flow Schedule
3. Letter dated 10/12/2011 to the Board of Aldermen Regarding Aldermanic Appointment to the MECRS Board of Trustees?
4. Special Report of the Executive Director – Retiree Population Demographics