

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

December 11, 2012  
8:30 a.m.  
1045 Elm St.  
Suite 403

**\*\*Meeting will begin time approximate following the A&A Mtg\*\***

Public Hearing on amendment to MECRS By-Laws, addition of Article XIX - Indemnification Policy

The Chairman will open the public hearing so that any communications received from interested parties can be read into the record and to allow direct testimony by anyone present on the proposed rule changes.

**Public Hearing Called to Order:**

The Chairman will convene the regular session of the MECRS Board of Trustees immediately following the end of the Public Hearing on rule changes.

**Approval of the Minutes of the Previous Board Meeting held September 11, 2012:**

**Approval of the Minutes of the Previous Board Meeting held October 10, 2012:**

**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** - Committee Chairman Molan will recommend action on Gottex Funds based upon a manager interview conducted by the Investment Committee on November 8, 2012.

**Report of Administrative & Accounting Committee** – Committee Chairman Woitkowski will recommend the final version of the MECRS 2013 administrative budget..

**Report of the Benefits Committee:**

**Reports of Special Committees:**

**Previous Business:**

1. Non-Public Session - The board may enter non-public session to receive updates on contract negotiations.

**November - Consent Agenda Items:**

1. Retirement Office Expenses – Expense report for the period ending October, 2012 as approved by the Administrative Committee
2. Budget and Expense – Budget and expense figures for the period ending October, 2012
3. Pension Payroll – Reconciliation for the month ending October, 2012
4. Financial Statements – Change in net assets available and statement of net assets available for benefits for the month ending September, 2012
5. Staff Payroll Reports – Payroll report for month October, 2012
6. Request for Pension - Jacqueline Lutkevich Tax Office
7. Refund & Rollover Reconciliation Report – None at this time
8. September, 2012 Bank Reconciliation of Members First Credit Union Account
9. Expense Reconciliation Report –October, 2012

**December - Consent Agenda Items:**

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3. Pension Payroll – Reconciliation for the month ending November, 2012
4. Financial Statements – – Change in net assets available and statement of net assets available for benefits for the month ending October, 2012
5. Staff Payroll Reports – Payroll report for month November, 2012
6. Request for Pension - Patrick Connors Traffic  
William Croteau Highway  
Frank Bertrand School  
Henry Roux Fleet Mgmt.  
Nathaniel Nalley Highway

7. Refund & Rollover Reconciliation Report – October, 2012
8. October, 2012 Bank Reconciliation of Members First Credit Union Account
9. Expense Reconciliation Report –November, 2012

**Presentations to the Board:**

**New Business:**

1. Acceptance of the By-Law
2. Request for Motion – Approval of the application of Mr. Robert Roy to join the Manchester Employees' Contributory Retirement System pursuant to Chapter 218:7, III.
3. Request for Motion - The Executive Director is requesting the transfer of appropriated funds from areas of surplus to areas where expenses have exceeded expected budgeted amounts.
4. Summary Recommendation – Application for Disability Retirement from Ronald Gagnon

**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. Milliman 2012 Public Pension Funding Study
4. Newstone Capital Partners