

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

<b>CITY OF MANCHESTER EMPLOYEES' CONTRIBUTORY RETIREMENT SYSTEM</b>	<b>January 12, 2021 8:30 a.m. 1045 Elm Street Suite 403</b>
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**Special Notice: Due to the COVID-19 outbreak, this meeting of the MECRS Board of Trustees will be conducted exclusively as a conference call.**

**Pursuant to RSA 91-A:2 III (B), Executive Order 2020-04, Section 8 and Emergency Order #12, Section 3, Chairman Molan has determined that an emergency exists due to the worldwide COVID-19 pandemic and, therefore, a physical presence of a quorum is not practical.**

**Conference call connection details will be provided to invited participants, and members of the public seeking to attend should email their request to [Gfleury@ManchesterRetirement.org](mailto:Gfleury@ManchesterRetirement.org) no later than noon on January 11, 2021. Please note that portions of this meeting may consist of a meeting with council or conducted in non-public session. Should that occur, anyone other than invitees will be disconnected from the call at that point in the meeting. Members of the public who wish to be connected back to the meeting at the conclusion of the non-public session should so indicate in their email request and they will be rejoined when the meeting re-enters public session.**

**Public Hearing on Approval to MECRS housekeeping Administrative Rule, Part 2.6.1 and addition of Part 9.1.2 to address pandemic furloughs:**

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 implementation.

**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 Administrative Rule, Compliance Addendum.

Approval of the Minutes of the Previous Board Meetings held November 5, 2020, November 18, 2020 and December 8, 2020

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).

Chairperson Comments

Citizen's Comments

Report of the Executive Director

January 12, 2021  
8:30 a.m.  
1045 Elm Street  
Suite 403

Report on Monthly Cash Balance (Formerly a consent agenda item)

Report of the Administrative & Accounting Committee

Report of Investment Committee

Report of the Benefits Committee

Reports of Special Committees

**Previous Business:**

**Consent Agenda Items:**

1. Retirement Office Expenses – Expense report for the periods ending December, 2020 and January, 2021 as approved by the Administrative Committee
2. Budget and Expense – Budget and expense figures for the periods ending December, 2020 and January, 2021
3. Pension Payroll – Reconciliation for the month ending December, 2020
4. Financial Statements – Comparative Statement of Fiduciary Plan Net Position and Statement of Changes in Plan Net Position, November, 2020
5. Staff Payroll Reports – December, 2020
6. Request for Pension –

Lawrence Collins	EPD
Gerard Fleury	MECRS
Susan Figg	Human Resources
Doris Blankenship	School
Doreen Xirinachs	School
Kimberley Messenger	School
7. Refund & Rollover Reconciliation Report – November, 2020
8. November, 2020 Bank Reconciliation of Members First Credit Union Account
9. Expense Reconciliation Report – December, 2020

**Presentations to the Board:**

January 12, 2021  
8:30 a.m.  
1045 Elm Street  
Suite 403

**New Business:**

1. Board Organization - Pursuant to By-Laws Article V, 5.01 Standing Committee Membership. The Chairman will ratify existing sub-committee chairmanships, fill any vacant chairs and Committee Chairs will then solicit trustees to fill any committee vacancies.
2. Adoption of Amended Administrative Rules - The Chairman will entertain a motion to adopt an amendment to Administrative Rule, Part 2.6.1 and the addition of Part 9.1.2 to address member concerns regarding pandemic furloughs.
3. Fiduciary Education from NEPC – An NEPC representative will be present to provide introductory information on Principals for Responsible Investing, which can form the basis for a MECRS policy on ESG investments.
4. Application Request for Ordinary Disability – Ruth Watts

**Other Business:**

**Next Meeting Schedule:**

Day: \_\_\_\_\_

Time: \_\_\_\_\_

Place: \_\_\_\_\_

**Motion to Adjourn:**

**Informational Items:**