



COUNTY OF TULARE
BOARD OF RETIREMENT

David J. Kehler
Retirement Administrator

136 N. AKERS STREET
VISALIA, CA 93291

TELEPHONE (559) 713-2900
FAX (559) 730-2631
WEBSITE: www.tcera.org

MINUTES OF THE BOARD OF RETIREMENT
ADMINISTRATIVE COMMITTEE MEETING
Thursday, April 19, 2018 @ 2:00 p.m.
TCERA Executive Room, 136 N. Akers Street, Visalia, CA 93291

I. CALL TO ORDER

The meeting was called to order at 1:59 p.m.

II. ROLL CALL

In attendance: Wayne Ross, Chair; Patte Crawford; Gary Reed; Jan Taylor; Dave Kehler; Leanne Malison.

III. PUBLIC COMMENT

None.

IV. AGENDA ITEMS

1. Review of Committee Minutes from the meeting of February 22, 2018.

A motion was made by Mr. Reed and seconded by Ms. Crawford to approve the minutes as presented. Motion approved.

2. Discussion and possible action regarding the following items:

a. Drafts of FY 2018-19 Administrative Budgets for TCERA and TCERA Property, Inc.

Mr. Kehler explained the purpose of the preliminary budget review and asked the Committee members for input related to overall goals and objectives that Trustees would like staff to address in FY 2018-19. Discussion was held regarding staffing issues and needs. Maintenance of the TCERA office building was also discussed. Mr. Kehler indicated that many of the costs projections are preliminary and will be updated as more information is received from County departments and outside vendors. Staff will include the preliminary budget figures in the Committee's report to the full Board at the meeting of May 9th. Another review of the budget will be held at the Committee level at the Committee meeting of May 23rd.

b. Disposal of Surplus Equipment.

Mr. Kehler provided the Committee members with an updated list of equipment for disposal and stated that none of the individual items on the list are estimated by staff to have a value of \$500 or more. He indicated that, in accordance with Board policy, he has approved the items for disposal.

A motion to ratify the actions of the Retirement Administrator was made by Mr. Reed and seconded by Ms. Crawford. Motion approved.

c. County Counsel invoices for the period ending March 31, 2018.

A motion to approve the invoices as presented was made by Mr. Ross and seconded by Mr. Reed. Motion approved.

V. UPCOMING MEETING

1. To be determined.

Mr. Kehler reminded the Committee members that due to a conflict with the Spring SACRS Conference, the next meeting of the Administrative Committee has been moved to Wednesday, May 23rd immediately following the Board of Retirement meeting.

VI. ADJOURN

The meeting was adjourned at 2:32 p.m.

Approved: _____
Wayne Ross, Chair

_____ date