



# COUNTY OF TULARE BOARD OF RETIREMENT

**Leanne Malison**  
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**MINUTES OF THE BOARD OF RETIREMENT  
ADMINISTRATIVE COMMITTEE MEETING  
Thursday, August 27, 2020 @ 3:00 p.m.  
TCERA Executive Room, 136 N. Akers Street, Visalia, CA 93291**

## I. CALL TO ORDER

The meeting was called to order at 3:05 p.m.

## II. ROLL CALL

Present: Laura Hernandez, Chair; Cass Cook, Jim Young, Nathan Polk  
Mary Warner, Leanne Malison (via conference call)

## III. PUBLIC COMMENT

None

## IV. AGENDA ITEMS

1. Review of Committee Minutes from the meeting of July 23, 2020.  
**Motion to approve minutes as presented.**  
Motion: Young  
Second: Cook  
Motion approved unanimously.
2. Discussion and possible action regarding the following items:
  - a. **TCERA and TCERA Property, Inc. Preliminary Financial Statements – June 30, 2020**  
The Committee reviewed the preliminary financial statements for June 30th.  
**No action taken.**
  - b. **County Counsel Invoice \$6,270.30 for the month ending July 31, 2020**  
**Motion to approve County Counsel invoice in the amount of \$6,270.30 as presented.**  
Motion: Polk  
Second: Young  
Motion approved unanimously.
  - c. **TCERA Staffing – Account Clerk Vacancy and Recruitment**  
Choosing to be completely transparent, staff is wanting to inform the Board that TCERA is planning to fill this vacant position.  
**No action taken.**

**d. TCERA Trustee Election Procedures Revision**

The Committee reviewed the revised procedures developed by the Elections Division of the Tulare County Registrar of Voters for conducting future elections of Trustees to the Board of Retirement.

**Motion to recommend to the Board of Retirement the TCERA Trustee Election Procedures Revision as presented.**

Motion: Young

Second: Polk

Motion approved unanimously.

**V. UPCOMING MEETING**

1. Thursday, September 24, 2020 @ 3:00 p.m.

**VI. ADJOURN**

The meeting was adjourned at 3:25 p.m.



*Laura Hernandez, Chair*