



COUNTY OF TULARE BOARD OF RETIREMENT

Leanne Malison
Retirement Administrator

136 N AKERS STREET
VISALIA, CALIFORNIA 93291

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

MINUTES OF THE BOARD OF RETIREMENT ADMINISTRATIVE COMMITTEE MEETING Wednesday, June 22, 2022 @ 10:00 a.m. TCERA Board Room, 136 N. Akers Street, Visalia, CA 93291

I. CALL TO ORDER

The meeting was called to order at 10:00 a.m.

II. ROLL CALL

Present: David Kehler, Chair; Cass Cook, Nathan Polk, Laura Hernandez (arrived 10:02 a.m.)
Paul Sampietro (alternate)
Mary Warner, Susie Brown

III. PUBLIC COMMENT

None

IV. AGENDA ITEMS

1. Review of Committee Minutes from the meeting May 25, 2022.

Motion to approve minutes as presented.

Motion: Cook

Second: Polk

Motion approved unanimously.

2. Discussion and possible action regarding the following items:

- a. **TCERA and TCERA Property, Inc. Financial Statements – April 30, 2022**

The Committee reviewed the financial statements.

Motion to recommend approval of the April 30, 2022 financial statements as presented.

Motion: Polk

Second: Cook

Motion approved unanimously

- b. **Ratify Retirement Administrator Expenses**

Ms. Warner gave a brief review of why the expenses of both the Retirement Administrator and the Assistant Retirement Administrator must be ratified by the Administrative Committee.

Motion to ratify Retirement Administrator expenses as presented.

Motion: Cook

Second: Hernandez

Motion approved unanimously.

c. Ratify Administrator Action for Surplus Equipment

Ms. Warner informed the committee that the policy regarding the disposal of TCERA assets that grants the Administrator the authority to make decisions regarding equipment with an estimated value of \$500 or less per item. The policy also requires that such actions be reported to the Administrative Committee for ratification.

Motion to ratify Administrator actions regarding disposal of inoperable and obsolete equipment.

Motion: Hernandez

Second: Cook

Motion approved unanimously.

V.

UPCOMING MEETING

1. Wednesday, July 27, 2022 @ 10:00 a.m.

Mr. Kehler requested this meeting status is pending based on whether there will be a quorum. Mr. Polk and Ms. Hernandez both reported to be absent this day.

VI.

ADJOURN

The meeting was adjourned at 10:05 a.m.

Approved: _____


David Kehler, Chair

7/27/22
Date