



# COUNTY OF TULARE BOARD OF RETIREMENT

**Leanne Malison**  
Retirement Administrator

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## MINUTES OF THE BOARD OF RETIREMENT ADMINISTRATIVE COMMITTEE MEETING Wednesday, October 26, 2022 @ 10:00 a.m. TCERA Executive Room, 136 N. Akers Street, Visalia, CA 93291

### I. CALL TO ORDER

The meeting was called to order at 11:30 a.m.

### II. ROLL CALL

Present: David Kehler, Chair; Cass Cook, Nathan Polk, Laura Hernandez  
Mary Warner, Leanne Malison

### III. PUBLIC COMMENT

None

### IV. AGENDA ITEMS

1. Discussion and possible action regarding the following items:
  - a. Review of Committee Minutes from the meeting of August 24, 2022  
**Motion to approve minutes as presented.**  
Motion: Cook  
Second: Polk  
Motion approved unanimously.
  - b. TCERA and TCERA Property, Inc. Preliminary Financial Statements – June 30, 2022  
The Committee reviewed the financial statements. The final numbers will not be available till the Annual Consolidated Financial Statements (ACFR) are prepared.  
**No action taken.**
  - c. TCERA and TCERA Property, Inc. Financial Statements – July 31, 2022 and August 31, 2022  
The Committee reviewed the financial statements.  
**Motion to recommend approval of the July 31, 2022 and August 31, 2022 financial statements as presented.**  
Motion: Hernandez  
Second: Polk  
Motion approved unanimously
  - d. 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: Polk

Second: Cook

Motion approved unanimously.

e. **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: Hernandez

Second: Polk

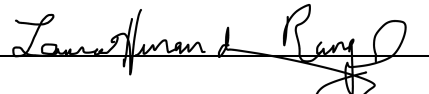
Motion approved unanimously

**V. UPCOMING MEETING**

1. Wednesday, November 16, 2022 @ 10:00 a.m.

**VI. ADJOURN**

The meeting was adjourned at 11:38 p.m.

Approved:   
Laura Hernandez

02/13/2023  
Date