

February 10, 2017

The First Quarterly meeting of the Board of Trustees of the City of Danville's Employees' Retirement System (ERS) convened at 8:00 a.m. on the above date at the Danville Regional Airport, Eastern Conference Room, 424 Airport Drive, Danville, VA.

Board Members Present:

Michael L. Adkins
Gina Craig
Gus Dolianitis
Lenard D. Lackey, Jr
Kenneth F. Larking

Joyce D. Obstler
Sherman M. Saunders
E. Linwood Wright

Board Members Absent:

Others Present:

Steven Roth, Dahab Associates, Inc., Bay Shore, New York
W. Clarke Whitfield, Jr., City Attorney, City of Danville
Sara Weller, Director of Human Resources, City of Danville
Henrietta Weaver, Secretary to the Board of Trustees
Joanne Hickey, Human Resources Consultant, City of Danville
Sheila Williamson-Branch, City Treasurer, City of Danville

Meeting Called to Order

Ms. Obstler, Chairperson, called the meeting to order.

Roll Call

Henrietta Weaver, Secretary, conducted the roll call.

Additions/Deletions from Agenda

None

Approval of Minutes

A motion was made by Mr. Saunders, seconded by Mr. Dolianitis, and carried to approve the minutes of the quarterly meeting of November 4, 2016, the nominating

meeting of November 7, 2016, and the special meeting minutes of January 13, 2017, all as presented.

Administrative Items

The payroll changes report for the three month period ending January 31, 2017 was presented. Gross payroll was \$1,035,139.60, which included additions of \$32,772.15, deletions of \$6,426.70, and \$6,244.47 of adjustments. The disbursements for the same three month period were \$214,822.82, which included checks written for \$205,960.32 and \$8,862.50 paid through Northern Trust. A motion was made by Mr. Linwood, seconded by Mr. Larking, and carried to approve administrative items as presented.

Investment Consultant's Report

Mr. Steve Roth of Dahab Associates, Inc. of Bay Shore, New York, presented the Investment Consultant's report for the Employees' Retirement System for the quarter ending December 31, 2016.

As of December 31, 2016, the fund was valued at \$235,399,900, a decrease of \$3,373,970 from September 30, 2016. For the December quarter, the total portfolio lost 0.2%. For the past twelve-month period, the portfolio returned 6.9%.

Mr. Roth presented an update on the asset allocations as of December 31, 2016. They reviewed the methodology used and the results obtained. There were no recommendations for adjustments to the asset allocations.

Review of FY2016 ERS Audited CAFR

Mr. Adkins stated that the fiscal year 2016 audited Comprehensive Annual Financial Report (CAFR) would not be reviewed in detail since the CAFR and other reports are made available to the Board. Mr. Adkins discussed the reports of the independent auditors and the comments on internal controls as of fiscal year ended June 30, 2016.

Board and Staff Communications

Ms. Weaver informed the Board that the Request for Proposal for an actuary had been sent out and bids will be accepted through March 2nd.

Mr. Adkins reminded the Board of the special election being held this month for Eddy Parham's remaining term. Mr. Adkins stated that Norman Campbell from the Fire Department had been nominated and would be joining the Board at the May meeting.

A motion was made by Mr. Larking, seconded by Mr. Adkins, and carried to adjourn the meeting.

There being no further business, the meeting was adjourned at 8:21 a.m.

Next quarterly meeting will be May 5, 2017.

Chairperson

Secretary to the Board of Trustees