

November 15, 2019

The Fourth 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 Municipal Building, 2<sup>nd</sup> Floor Conference Room, 427 Patton Street, Danville, VA.

**Board Members Present:**

Michael L. Adkins  
Norman Campbell  
Gina Craig  
Gus Dolianitis  
Lenard D. Lackey, Jr

Joyce D. Obstler  
Sherman Saunders  
E. Linwood Wright

**Board Members Absent:**

Kenneth F. Larking

**Others Present:**

Steven Roth, Dahab Associates, Inc., Bay Shore, New York  
Jason Jackman, Johnson Asset Management, Cincinnati, OH  
Dale Coates, Johnson Asset Management, Cincinnati, OH  
Emily Fox, Johnson Asset Management, Cincinnati, OH  
Howard Bos, Richmond Capital Management, Richmond, VA  
Paul Lundmark, Richmond Capital Management, Richmond, VA  
Brian Monroe, Sawgrass Asset Management, Jacksonville Beach, FL  
David Furfine, Sawgrass Asset Management, Jacksonville Beach, FL  
Ryan Dodson, Assistant City Attorney, City of Danville  
Sheila Williamson-Branch, City Treasurer, 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  
Karen Black, Public Works Engineering Dept., City of Danville

**Meeting Called to Order**

Mr. Wright, Chairperson, called the meeting to order.

**Roll Call**

Henrietta Weaver, Secretary, conducted the roll call.

**Additions/Deletions from Agenda**

None

## **Fixed Income Manager Presentations**

Mr. Steve Roth of Dahab Associates, Inc. of Bay Shore, New York, gave a brief summary of the fixed income investment managers that were chosen through the request for proposal (RFP) process conducted by Dahab Associates, Inc.

Jason Jackman, Dale Coates and Emily Fox represented Johnson Asset Management of Cincinnati, Ohio. They provided an overview of the firm and reviewed the investment strategy, philosophy, performance and process.

Howard Bos and Paul Lundmark represented Richmond Capital Management of Richmond, Virginia. They provided an overview of the firm and reviewed the investment strategy, philosophy, and process.

Brian Monroe and David Furfine represented Sawgrass Asset Management of Jacksonville Beach, Florida. They provided an overview of the firm and reviewed the investment strategy, philosophy, performance, and process.

A motion was made by Mr. Saunders to move all of the Fund's fixed income investment holdings to Richmond Capital Management. The motion was seconded by Mr. Campbell and carried by the following vote:

VOTE: 8-0-1  
AYE: Adkins, Campbell, Craig, Dolianitis, Lackey, Obstler, Saunders, Wright (8)  
NAY: None (0)  
ABSENT: Larking (1)

## **Approval of Minutes**

A motion was made by Mr. Dolianitis, seconded by Ms. Craig, and carried to approve the minutes of the quarterly meeting of August 16, 2019 as presented.

## **Administrative Items**

The payroll changes report for the three-month period ending September 30, 2019 was presented. Gross payroll was \$1,221,637.28, which included additions of \$20,316.04, deletions of \$1,751.08, and adjustments of \$2,775.94. The disbursements for the same three-month period were \$219,205.98.

A motion was made by Mr. Dolianitis, seconded by Ms. Craig, and carried to approve administrative items as presented.

## **Proposed 2020/2021 Budget**

Ms. Weaver presented the proposed Administrative Budget for the fiscal year 2020-2021. Mr. Lackey moved to adopt the Administrative Budget for fiscal year 2020-2021 in the amount of \$1,087,650.

The motion was seconded by Ms. Obstler and carried by the following vote:

VOTE: 8-0-1  
AYE: Adkins, Campbell, Craig, Dolianitis, Lackey, Obstler, Saunders,  
Wright (8)  
NAY: None (0)  
ABSENT: Larking (1)

### **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 September 30, 2019.

As of September 30, 2019, the fund was valued at \$261,298,507, an decrease of \$1,192,059 from June 30, 2019. For the September quarter, the total portfolio gained 0.7%. For the past twelve-month period, the portfolio returned 6.0%.

Mr. Roth presented an update on the asset allocations as of September 30, 2019. He reviewed the methodology used and the results obtained. No changes to current allocations were recommended.

### **Board and Staff Communications**

Ms. Weaver informed the Board that a special meeting would be held in January for the presentation of the recent actuarial valuation.

Ms. Weaver also updated the Board on the meeting location changes. There was consensus to continue to meet in the Municipal building if and until the Airport conference room became available again.

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

There being no further business, the meeting was adjourned at 10:16 a.m.

Next meeting will be January 10, 2020.

s/ E. Linwood Wright  
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Chairperson

s/ Henrietta Weaver  
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Secretary to the Board of Trustees