**Everett School Employee Benefit Trust**

# Agenda

**Wednesday, May 17, 2017**

**Community Resource Center**

**Port Gardner Room B**

**4:00 p.m.**

1. **Call to Order**
2. **Adoption of Agenda**
3. **Consultant Report – Sean White** (conference call)

* Review Consultant Engagement/Budget for upcoming fiscal year

1. **Approval of Minutes from the April 19, 2017 Meeting**
2. **Financials – Darla Vanduren**

* Monthly report
* Review Auditor Engagement for annual audit

1. **Consultant Report – Melanie Curtice**

* Trust Agreement second reading and adoption
* Trust policies review—first reading

1. **Wellness Program – Shelly Henderson**

* Monthly report
* Reimbursement process spreadsheet
* Review annual Wellness Program plan and budget

1. **Upcoming June Meeting Agenda Items**

* Approval of Auditor Engagement for annual audit (Darla)
* Approval of Consultant Engagement/Budget for upcoming fiscal year (Sean)
* Approval of annual Wellness Program plan and budget (Shelly)
* End-of-year Wellness Program report (Shelly)
* Rotation of Trust Officers (Trustees)
* Review Compensation for Trust financial and support services (Executive Session)

1. **Other**
2. **Executive Session**

* Review performance of investment consultant

1. **Adjournment**