**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**