

Everett School Employees Benefit Trust
Wednesday, May 16, 2018
Minutes

Attendance

Gregg Elder
Susan Lindsey
Jeff Moore
Kelly Shepherd

Absent

Adam Goldstein
Debbie Kovacs
Randi Seaberg
Larry Fleckenstein

Also Attending

Cris Bosket
Angie Erickson
Shelly Henderson
Darla Vanduren
Sean White (phone)

Recorder

Kellee Newcomb

Call to Order

The meeting was called to order by Jeff Moore at 4:02 p.m.

Adoption of Agenda

A motion was made by Gregg Elder and seconded by Kelly Shepherd to adopt the agenda as written. The motion passed unanimously.

Adoption of Minutes

A motion was made by Kelly Shepherd and seconded by Gregg Elder to approve the minutes from the April 18, 2018 meeting as written. The motion passed. Because he was not present at the April meeting, Jeff Moore abstained.

Financials

Darla provided financials from April 2018 and reviewed them with the Trustees.

Review Annual Auditor Engagement

Darla reviewed with the group the annual audit engagement letter from Toyer, Dietrich and Associates. The estimated proposal for this year's audit is \$9,900, which is the same amount as last year. Darla said that Toyer, Dietrich and Associates have conducted the annual audit for many years and she feels it is a benefit to have someone conduct the audit who is familiar with the Trust. A motion was made by Kelly Shepherd and seconded by Susan Lindsey to approve the audit proposal provided by Toyer, Dietrich and Associates. The motion passed unanimously.

Wellness Program Update

Shelly provided the May Wellness Program report and reviewed it with the group. She shared that staff members have commented they miss Walktober. She shared information on an alternative program to Feel Like a Million that she is considering. The group discussed the information and provided feedback.

Shelly reviewed the proposed 2018-19 Wellness Program budget with the group. The group discussed the information and provided feedback. The budget will be presented for approval at the June 13, 2018 meeting.

Consultant Report – Sean White

The Trustees connected with Sean via telephone and reviewed Mercer's 2018-19 Statement of Work. Mercer is not proposing any changes in commissions, fees or services. A motion was made by Gregg Elder and seconded by Kelly Shepherd to approve Mercer's 2018-19 Statement of Work as presented. The motion carried unanimously.

Upcoming June Agenda items

The Trustees reviewed proposed agenda items for the June 13, 2018 meeting.

Other

- Kellee shared an email from Jayson Davidson's office noting he is not available to present the annual investment summary, policy review and recommendations at the November 14, 2018 meeting. The Trustees agreed they would like Jayson to present this information at the October 17, 2018 meeting.

Adjourn to Executive Session

The Trustees decided to postpone until the June 13, 2018 meeting review of the investment consultant's performance.

The meeting was adjourned by Jeff Moore at 4:43 p.m.

Sincerely,

Susan Lindsey
Secretary

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