

2020 Retirement Committee Meeting Minutes

Kirtland Community College

Meeting Date:	November 12, 2020	Next Meeting:	TBD
Meeting Purpose:	Kirtland Community College Retirement Committee ("Committee") Meeting		
Client Attendees:	Nathan Sutton, Kristin Barnhart, Pam Blamer, Chris Bowman		
Non Client Attendees:	Steve Warner (VALIC)		
Gallagher Attendees:	Dean Chambos, Kathy Seimet, Scott Koenigsknecht,		

COMMITTEE DECISIONS

- None

FOLLOW UP ITEMS

- Gallagher to provide full fund search data to the Committee

ADMINISTRATIVE/OPERATIONAL DISCUSSIONS

Minutes & Documents

The Committee reviewed the prior meeting minutes. Chris Bowman was welcomed as a new member of the Committee. The Committee would like additional time to review the meeting minutes prior to approval.

Legislative Update

Gallagher provided an update on the Secure Act passed on December 19, 2019, the CARES Act passed on March 29, 2020 and any potential impacts to the plan. The Department of Labor Final Rule on Electronic Delivery was also discussed.

Market Update

Gallagher provided an overview of the market performance and headlines as of Q3 2020. Various asset class performance and pertinent events were also covered. Gallagher provided additional material covering the US Economy, World Economy, and Central Banks.

Plan Review

The Committee reviewed the total assets within each plan. The difference in assets in the annuity platforms and mutual fund platforms were noted. The Committee also reviewed the contributions made through 09/30/2020. Lastly, the participation rate within each plan was noted. VALIC provided an overview of the participant education meetings that have taken place, as well as available communication and education that is currently available and will be available in the future.

Investment Policy Statement

Gallagher conducted a detailed review of the Investment Policy Statement (IPS) that was adopted by the Committee and will continue to review with the committee on an annual basis.

Plan Investment Review

Gallagher reviewed the current asset allocation for the 403(b) Plan, the 414(h) Plan, and the 457 Plan. Gallagher presented the period ending September 30, 2020 Investment Monitoring Report (IMR) for the Plans. Based on the presented Investment Monitoring Report for the Plan, the following investment funds did not meet the identified quarterly review criteria and were added to or remain on the current Watch-List:

Fund Name	Comments	Action
AB Global Bond Z	Triggered the 5 year return, 3 year alpha, and 3 year Sharpe Ratio,	Continue to Monitor.
Hartford MidCap R6	Triggered the 3&5 year return, 3 year alpha, and 3 year Sharpe Ratio.	Continue to Monitor.
Vanguard Selected Value Inv.	Triggered the 3&5 year return, 3 year alpha, and 3 year Sharpe Ratio.	Fund alternatives were reviewed. Committee to review further before a decision is made.
Goldman Sachs Small Cap Gr Insights R6	Triggered the 3&5 year return, 3 year alpha, and 3 year Sharpe Ratio.	Fund alternatives were reviewed. Committee to review further before a decision is made.

Investment Due Diligence – Small Growth

The Committee discussed the Goldman Sachs Small Cap Gr Insights R6 fund and alternative options for this fund. The alternative options reviewed included the Baron Small Cap Inst. Vanguard Small Cap Growth Index Admiral, Fidelity Advisor Small Cap Growth I, and the AB Small Cap Growth I. The discussion focused on performance relative to the benchmark and category, the risk/return trade off, objectives of the fund, management style, fund size, and fees. The Committee to review the replacement options and determine if a replacement fund should be selected.

Investment Due Diligence – Mid Cap Value

The Committee discussed Vanguard Selected Value Inv. and alternative investment options for the Plan. Alternative options reviewed included the Vanguard Mid-Cap Value Index Admiral, MFS Mid Cap Value R6, Wells Fargo Special Mid Cap Value R6, and the American Century Mid Cap Value R6. The discussion focused on performance relative to the benchmark and category, the risk/return trade off, objectives of the funds, management style, fund size, and fees. The Committee to review the replacement options and determine if a replacement option should be selected.

Being no further actions required by the Committee the meeting was adjourned.