

Minutes of the April 6, 2023, meeting of the Board of Trustees

Meeting was called to order at the offices of the Municipal Fire and Police Retirement System of Iowa, 7155 Lake Drive, West Des Moines, IA at 9:57 a.m. by Marty Pottebaum.

Attendees at the meeting were:

Board Members:

Jennifer Sease
Mallory Merritt
June Anne Gaeta
Jason Zilk
Marty Pottebaum

Eric Snyder
Laura Schaefer
Nickolas Schaul
Mary Bilden (via telephone)

Legislative Members:

Senator Nate Boulton

Contractual Consultants:

Doug Gross – BrownWinick
Dave Smith – Marquette

Cynthia Boyle Lande – BrownWinick
Doug Oest – Marquette

Administration:

Dan Cassady – Executive Director
Carlton Chin – Chief Investment Officer
James Bybee – Accountant/Investment Officer

BriAnna Nystrom – Deputy Director
Blake Jeffrey – Accountant/Investment Officer
Cody Jans – Investment/Communications Officer

Guests:

Duane Pitcher – City of Ames Citizen
Xavier Leonard – LSA Fiscal Analyst

Investment Manager Reports:

Representatives from MFPRSI's investment consulting firm, Marquette, reviewed with the Board the investment strategies of each of the investment managers scheduled to make a presentation on today's agenda as well as the role each manager plays in MFPRSI's overall investment portfolio.

Jeff Antonacci, CFA, Vice President, and Gavin Crabb, Vice President, from the firm of **Dimensional Fund Advisors (DFA)** provided a periodic report to the Board concerning their management of a Domestic Core Small Cap Equity portfolio for MFPRSI. Topics discussed included a firm overview, the firm's investment philosophy, the performance of the portfolio since inception of the relationship, and the firm's view of the current status of the market. The firm responded to questions from the Board and Administration. The representatives indicated that there are no legal or regulatory issues affecting the firm when queried by the Executive Director.

James Sakelaris, Managing Director, Client Advisor, and Tom Klugherz, Executive Director, from **JP Morgan Asset Management** provided a periodic report to the Board concerning the firm's management of a domestic real estate portfolio on behalf of MFPRSI. The firm's representatives discussed with the Board a firm overview, a review of the real estate program, portfolio performance, the firm's investment philosophy, and a real estate market outlook. The Board, Administration, and Investment Consultant queried the representatives on issues pertaining to the portfolio. The representatives indicated that there are no legal or regulatory issues affecting the firm when queried by the Executive Director.

Jessica Archibald, Managing Director, Sean Engel, Managing Director, and Will Case, Manager, from **Top Tier** provided a periodic report to the Board concerning their management of three of MFPRSI's private equity portfolios. The firm's representatives discussed an organizational update, the firm's investment philosophy, gave a summary of the performance of the fund, as well as an outlook of the market. The Board, Investment Consultant, and Administration queried the representatives on various matters. The representatives indicated that there are no legal or regulatory issues affecting the firm.

Consent Agenda and Informational Topics:

The Board reviewed the following Consent Agenda topics:

Minutes and Schedules:

1. Review & Approval of Minutes of Previous Meeting(s)
2. Schedules – Calendars – Contract Summary

Benefit Activity Reports:

1. Communication Program Activity
2. DROP Program Activity Update
3. Suspension & Withholding Report

Development Program Reports:

1. Legislative Report

The Executive Director discussed the Consent Agenda.

Mary Bilden moved to adopt the Consent Agenda.

Motion was seconded by June Anne Gaeta.

The motion was unanimously carried.

Actuarial Experience Study: Representatives from MFPRSI's Actuary, SilverStone Group, presented to the Board the results of their detailed experience review of the assumptions used to perform the actuarial valuation, as established by the Board. The Board discussed with the actuary the information provided within the report.

Jason Zilk moved to accept all of the recommendations from SilverStone for the July 1, 2023 valuation.

The motion was seconded by Nickolas Schaul.

The motion was unanimously carried.

Financial Reports: The Executive Director discussed the Fiscal Year 2023 Budget and provided an update on the Medical Board Contract.

Board Inquiries & any Misc. Discussion Items: The Deputy Director discussed fiscal year 2023 goals including Board Fiduciary Training, Board Attendance Policy, Staffing Transition Plan, and Review Return Assumption.

Jason Zilk nominated and moved to appoint Marty Pottebaum as Chairperson of the Board.

The motion was seconded by Laura Schaefer.

The motion was unanimously carried.

June Anne Gaeta nominated and moved to appoint Mary Bilden as Vice Chairperson of the Board.

The motion was seconded by Laura Schaefer.

The motion was unanimously carried.

The Chairperson reported that he has been re-appointed by the ISPA and that the League of Cities has re-appointed Nickolas Schaul to the Board of Trustees. He also reported that Senators Tim Kraayenbrink and Nate Boulton have been appointed.

Discussion of Legal Matters & Imminent & Pending Litigation Cases: A representative from MFPRSI's legal counsel, BrownWinick, reported that requested documentation has been provided to German counsel in the Volkswagen class action lawsuit to keep MFPRSI involved as a party in the case. He also discussed the updated timeline of the Brooke Carter case in District Court.

Consideration of & Determination on Appeal Case (None).

Investment Performance Report: Representatives from MFPRSI's investment consulting firm, Marquette, reviewed with the Board reports of performance for both the retirement system's portfolio and the investment markets as of February 28, 2023.

Investment Program Update: Representatives from MFPRSI's investment consulting firm, Marquette, discussed the current market environment.

Asset Allocation Study: Representatives from MFPRSI's investment consulting firm, Marquette, discussed the results of an Asset Allocation Study.

Board Manual Draft: The Executive Director, Deputy Director, and representatives from MFPRSI's legal counsel, BrownWinick, discussed a draft of the Board Manual.

Nickolas Schaul moved to adopt the Board Manual, as presented, with one additional change to Section II, Part A, Item Number 5 to read as follows: “Hire and regularly evaluate the Executive Director, Deputy Director, and Chief Investment Officer”.

The motion was seconded by Mary Bilden.

The motion was unanimously carried.

Consideration of Budget & Personnel Policy Manual for FY24:

Jason Zilk moved the Board go into closed session for personnel evaluations at the written request of the employees pursuant to Section 21.5, subsection (1) paragraph (i).

Motion was seconded by Laura Schaefer.

Roll call vote was taken as follows:

Jennifer Sease	Aye	Eric Snyder	Aye
Mallory Merritt	Aye	Laura Schaefer	Aye
June Anne Gaeta	Aye	Nickolas Schaul	Aye
Jason Zilk	Aye	Mary Bilden (via telephone)	Aye
Marty Pottebaum	Aye		

The motion was unanimously carried.

Present during the closed session were:

Board Members:

Jennifer Sease
Mallory Merritt
June Anne Gaeta
Jason Zilk
Marty Pottebaum

Eric Snyder
Laura Schaefer
Nickolas Schaul
Mary Bilden (via telephone)

Contractual Consultants:

Doug Gross – BrownWinick

Cynthia Boyle Lande – BrownWinick

At the conclusion of the discussion, **Mary Bilden moved the Board conclude the closed session.**

The motion was seconded by June Anne Gaeta.

Roll call vote was taken as follows:

Jennifer Sease	Aye	Eric Snyder	Aye
Mallory Merritt	Aye	Laura Schaefer	Aye
June Anne Gaeta	Aye	Nickolas Schaul	Aye
Jason Zilk	Aye	Mary Bilden (via telephone)	Aye
Marty Pottebaum	Aye		

The motion was unanimously carried.

The Board evaluated the job performance of the Executive Director, Deputy Director, and Chief Investment Officer, and discussed the contributions of management and staff to the accomplishments of MFPRSI's goals during the last year. The Budget Committee recommended a six and one tenth percent compensation increase for the Executive Director, Deputy Director, and Chief Investment Officer.

Nickolas Schaul moved to approve a six and one tenth percent compensation increase for the Executive Director, Deputy Director, and Chief Investment Officer.

The motion was seconded by June Anne Gaeta.

Roll call vote was taken as follows:

MFPRSI MUNICIPAL FIRE & POLICE
RETIREMENT SYSTEM OF IOWA
7155 Lake Drive, Suite 201
West Des Moines, IA 50266

Jennifer Sease **Aye**
Mallory Merritt **Aye**
June Anne Gaeta **Aye**
Jason Zilk **Aye**
Marty Pottebaum **Aye**

Eric Snyder **Aye**
Laura Schaefer **Aye**
Nickolas Schaul **Aye**
Mary Bilden (via telephone) **Aye**

The motion was unanimously carried.

Meeting was adjourned at 3:33 pm.