
MINUTES OF THE MEETING OF THE INVESTMENT COMMITTEE

January 22, 2014



CALL TO ORDER / OPEN SESSION

Community director and committee chair Ernie Drewry called the meeting of the Investment and Finance Committee to order at 9:09 a.m. on January 22, 2014, at Harris Ranch.

Investment and Finance Committee present:

Ken Stoppenbrink, Staff Director and WHCCD Chief Financial Officer
Ann Stone, Community Director, Foundation Board President
Nina Oxborrow, Trustee Director
David Silviera, Community Director
Ernest Drewry, Community Director and Chief Financial Officer, Foundation

Investment and Finance Committee absent:

Don Warkentin, Staff Director

Others present:

Frances Squire, Executive Director
Tina Simas, Foundation Secretary
Olga Keough, Accountant Technician
David Ivarie, Morgan Stanley Advisor
Mike Urner, Wells Fargo Advisor
William Bourdeau, Harris Ranch

Public Comments

There were no public comments

Committee Reports

Quarterly Investment Portfolio Report (Oct. 2013-Dec. 2013) discussion noted that the total portfolio value at the end of the quarter was \$1,764,278.63, which reflected a 1.720 percent total return for the quarter. David Ivarie and Mike Urner reported to the board that the portfolio has been positioned to consider cash flow needs.

Over the course of the year, there were cash withdrawals of \$262,441.02 with deposits to the investment accounts of \$171,614. There was a realized loss of \$5,742.89, which happened because of cash flow requirements of the foundation. The portfolio is now structured to avoid the need to sell investments at a loss to cover current cash flow needs of the foundation.

Realized income for the year was \$65,051.66, which provide for cash flow requirements for scholarships and other foundation expenses.

Mike noted that the portfolio is recovering from an extremely difficult first quarter and that the 3.69 percent average yield for the year is nearing the goal set in the investment guidelines of five percent.

Dave noted that it took most of the first quarter to complete the portfolio investments and that the documents used for the portfolio reports are being tweaked to more accurately reflect the yield overview. This will include, once paperwork is complete, the sectioning and reporting of bonds from equities so foundation board members can more easily decipher returns from each sector.

There was also a discussion of the foundation board meeting schedule in relation to end-of-quarter reporting. Frances will work with Mike and Dave to see if foundation board meetings might be rescheduled to allow time for reports to reach the board well before a meeting.

Actions Items

1. On a motion by Ernie Drewry, seconded by Nina Oxborrow, the minutes of the November 13, 2013, investment committee meeting were approved as submitted on a unanimous vote.

Adjournment

9:58am

/tsa