



Meeting Minutes of the
Retirement Investment Committee
Thursday, January 17, 2013
Conference Room, 15th floor
Lewis Towers, WTC

Committee Attendees:

Thomas M. Kelly, Senior Vice President for Administration and Chief Human Resources Officer	Debby Meister, Director Compensation, Benefits and HRIS
Beverly Kasper, Asst. Provost & Director of Faculty Administration - Lakeside	Paul Gabriel, Professor of Economics
Andrea Sabitsana, Associate Vice President of Finance and Controller	Eric Jones, Treasurer and Chief Investment Officer
Dale Moyer (non-Committee Member), Consultant to Committee	Jamie Caldwell, Director Office of Research Services for the Health Sciences Division (absent)

Call to Order

The meeting began at 10:00 a.m. Tom Kelly provided opening remarks and welcomed everyone to the Committee.

Agenda

1. Introductions

Committee members introduced themselves.

2. Presentation and Discussion

Debby Meister led the presentation entitled "Loyola University Chicago Retirement Investment Committee, January 17, 2013" which provided an agenda for the day's discussion on the purpose of the Committee, brief overview of Committee activities and responsibilities, explanation of the roles of the

Plan Administrator and the Committee, current state of the 403(b) program, desired future state of the program, overview and explanation of Committee member fiduciary responsibilities, and a review of the proposed timeline. The Committee also discussed the record-keeping function that is currently handled by each of the three providers. Dale Moyer supplemented Debby's presentation by providing comments and insights.

The Committee reviewed the most recent consolidated summary financial statements dated December 31, 2011 which were prepared by Loyola's outside auditor. This provided Committee members with a summary of the aggregate amounts of assets in the plan and annual aggregate contribution levels to each provider in the plan.

The Committee reviewed a document entitled "Statement of Purpose" which provided written explanation of the role of the Committee and outlined upcoming activities for the next 12 months.

3. Preparation for the Next Meeting

The Committee discussed having the three existing providers of the program make presentations to the Committee. The Committee may invite a non-provider to make a presentation, also. The next meeting will be focused on finalizing draft documents and preparing for these presentations which will likely be made at the third and fourth meetings.

The Committee will discuss the purpose and function of an Investment Committee Charter and an Investment Policy Statement at the next meeting. The intention is for the Committee to adopt a Charter and Investment Policy Statement at an upcoming meeting.

4. Closing

It was agreed that a date and time for the next meeting will be scheduled soon. The meeting ended at 11:30 a.m.