



Meeting Minutes of the  
**Retirement Investment Committee**  
Monday, July 15, 2013  
*Conference Room, 15<sup>th</sup> floor*  
*Lewis Towers, WTC*

**Committee Attendees:**

Thomas M. Kelly, Senior Vice President for Administration and Chief Human Resources Officer (absent)	Debby Meister, Director Compensation, Benefits and HRIS
Beverly Kasper, Asst. Provost & Director of Faculty Administration - Lakeside	Paul Gabriel, Professor of Economics (absent)
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

**Call to Order**

The meeting began at 2:30 p.m.

**Agenda**

**1. Review and approval of May 21, 2013 Meeting Minutes**

The Committee members reviewed the meeting minutes from the meeting held on Tuesday, May 21, 2013. Andrea Sabitsana made a motion to accept the meeting minutes. The motion was seconded by Beverly Kasper. All approved.

## **2. Discussion and update of RFP**

Dale provided an update to the Committee on the RFP. Since the last meeting, the RFP was released to five potential bidders. All of them submitted bids on Thursday, July 11.

Dale provided options for the Committee review process of the RFPs. The Committee agreed to review at future meetings the submissions on a topical basis. In this way, the same features and categories of each bid will be discussed and compared.

The Committee discussed the aspects of the RFP that should carry the most weight. Debby explained that record-keeping administration is her primary concern. Eric explained that communications and transition activities are his primary concern. The Committee agreed that the following aspects will carry the most weight: plan administration/record-keeping, communications, implementation and fees.

Dale and Debby updated the Committee that assets held by Fidelity are not mappable. They may be directed by employees without restriction, though.

The Committee reviewed follow-up presentation materials provided by Tony Johnson from R.V. Kuhns.

## **4. Closing**

The next two Retirement Investment Committee meetings have been scheduled for Tuesday, August 27<sup>th</sup> and Tuesday, September 10<sup>th</sup> both at 2:30 pm in the 15<sup>th</sup> floor conference room in Lewis Towers.

The meeting adjourned at 4:00 pm.