

**BOARD OF TRUSTEES**

**Regular Meeting**

Friday, January 16, 2009, 12:00 p.m.

Retirement Fund Conference Room

**MINUTES**

**DEFINED CONTRIBUTIONS**

**I. ATTENDANCE, QUORUM, AND CALL TO ORDER**

After determining a quorum was present, the Retirement Fund Board of Trustees Regular Meeting for the Defined Contribution Plan was called to order at 1:45 p.m. Friday, January 16, 2009, in the Retirement Fund Conference Room. Chairman Joe T. San Agustin officiated.

**Board of Trustees Present:**

Joe T. San Agustin, Chairman  
Wilfred P. Leon Guerrero, Vice-Chairman  
Gerard A. Cruz, Treasurer  
James J. Taylor, Secretary  
George A. Santos, Trustee  
Katherine T.E. Taitano, Trustee  
Antolina S. Leon Guerrero, Trustee

**Staff Present:**

Paula Blas, Director  
Diana Bernardo, Controller  
Jackie Blas, Recording Secretary  
Mike Perez, Great West Retirement Services

## **II. REVIEW AND APPROVAL OF BOARD MINUTES**

### **A. October 3, 2008 Reconvened Meeting, October 31, 2008 and December 5, 2008 Regular Meetings**

Treasurer Gerard Cruz, seconded by Trustee George Santos, moved to table approval of the Minutes of October 3, 2008 Reconvened Meeting, October 31, 2008 and December 5, 2008 Regular Meetings. Without objection, the motion passed.

## **III. CORRESPONDENCE**

None

## **IV. INFORMATIONAL ITEMS**

None

## **V. DIRECTOR'S REPORT - EXECUTIVE SUMMARY**

**1. Request for Proposal (RFP): Third Party Administrator** - Director Paula Blas stated that the Service Agreement negotiations will be finalized by next week.

**2. Request for Proposal (RFP): Defined Contribution Investment Consulting Services** - Director Blas stated that the RFP for the DC Investment Consultant Services closed on October 24, 2008. The Selection Panel consists of Chairman Joe San Agustin, Trustee Antolina Leon Guerrero and Rosalia Bordallo, General Accounting Supervisor. Chairman San Agustin made a recommendation to the Board to cancel the RFP for the both the Defined Benefit Plan and Defined Contribution Plan since Mercer was just hired and until the market stabilizes. Chairman San Agustin suggested sending out notice that the Retirement Fund will no longer be entertaining the RFP.

**Vice-Chairman Wilfred Leon Guerrero, seconded by Trustee George Santos, moved to cancel the Request for Proposal for Investment Consulting Services for both the Defined Benefit Plan and the Defined Contribution Plan. Without objection, the motion passed.**

### **Financial Report**

**1. Contributions** - Director Blas stated that all agencies are current with their Fiscal Year 2009 employee and employer contributions.

**2. Financial Statements / Fiscal Year 2008 Audit** - Director Blas stated that the books for the month ending December 2008 were closed on January 12, 2009. The fiscal year ending September 30, 2008 audit is ongoing.

## **VI. INVESTMENT COMMITTEE REPORT**

Vice-Chairman Wilfred Leon Guerrero reported that the Investment Committee meeting was held on January 9, 2009. The Committee reviewed and approved the Investment Committee Minutes of November 14, 2008.

Vice-Chairman Leon Guerrero stated that the following was discussed and approved by the Committee for Board action:

**1. Great West Mutual Fund Restitution** – Vice Chairman Leon Guerrero stated that the Retirement Fund received approximately \$6,500.00 from Franklin Advisers. Vice-Chairman Leon Guerrero stated that the Investment Committee recommends that the funds received from Franklin Advisers be allocated proportionally to all current participants invested in the Franklin Fund who were impacted by the market timing violations.

**Vice-Chairman Wilfred Leon Guerrero, seconded by Treasurer Gerard Cruz, moved to approve that the funds received from Franklin Advisers in the amount of \$6,500.00 be allocated proportionally to all current participants invested in the Franklin Fund who were impacted by the market timing violations. Without objection, the motion passed.**

**Informational Item:**

**Third Party Administrator** – Vice-Chairman Leon Guerrero stated that Management provided the Investment Committee with an update on the status of the Third Party Administrator Request for Proposal.

**VII. OLD BUSINESS**

**A. Contribution Report – December 2008**

Director Blas stated that Mike Perez, of Great West Retirement Services, submitted, for this meeting, a copy of the Defined Contribution (DC) Plan and the Deferred Compensation (457) Plan report for the month of December 2008. Mr. Perez's report shows that the Defined Contribution Plan (DC) has 6,843 participants with a total contribution amount of \$891,465.09. The Deferred Compensation Plan (457) has 857 participants with a total contribution amount of \$101,174.73.

**VIII. NEW BUSINESS**

None

**IX. OPEN DISCUSSION / GENERAL PUBLIC INPUT**

None

**X. ANNOUNCEMENTS**

None

**XI. ADJOURNMENT**

**There being no further business before the Board for the Defined Contribution Plan, on motion of Trustee George Santos, seconded by Trustee Antolina Leon Guerrero, and without objection, the meeting was adjourned at 1:55 p.m. Motion passed.**

**I hereby certify that the foregoing is a full, true and correct copy of the Minutes of January 16, 2009 Regular Meeting duly adopted and approved by the Government of Guam Retirement Fund Board of Trustees on February 27, 2009.**

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**James J. Taylor, Board Secretary**

**RECORDING SECRETARY:**

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**Jackie Blas**