

Lubbock Fire Pension Fund
Wednesday, June 11, 2014
#15 Briercroft Office Park, Lubbock Texas

The Lubbock Fire Pension Fund met in a Regular Meeting on Wednesday, June 11, 2014 at 1:00 P.M.

Members Present

Kevin Ivy, Chairman
Roger Lindsey, Vice-Chairman
Linda Cuellar, Secretary
Randy Butcher, Member
Steve Exter, Member
Alva Littlejohn, Member
Dub Wade, Member

Members Absent

None

Staff Present

Jack Watkins
Kayla Burcham

Contractors Present

Bryce Bowley
Alazar Martinez
Kim Calhoun

Kevin Ivy, Chairman, called the meeting to order at 1:00 p.m.

1. **May 11, 2014 Board meeting minutes**

Randy Butcher made a motion to approve the minutes from the May 11, 2014 Board meeting. The motion was seconded by Roger Lindsey and approved by the Board.

2. **Presentation and review of the 2013 audit by Brent Redford and Alazar Martinez of Robinson Burdette Martin & Seright, L.L.P.**

Bryce Bowley, Audit Manager, explained the absence of Brent Redford from the meeting, introduced himself, and began his presentation of the Audit of Financial Statements as of 12-31-13 to the Board. Mr. Bowley reviewed the report, section-by-section and page-by-page, highlighting significant entries as needed and answering Board questions as they arose. He also reviewed the required disclosure letter presented to the Board, explaining the processes and criteria involved in conducting the audit. In conclusion, Mr. Bowley reiterated that it was the firm's opinion that the basic financial statements fairly represented, in all material aspects, the financial status of the Fund. After thanking the Board for their continued business, Mr. Bowley and Mr. Martinez left the meeting.

3. **Approval of the 2013 audit**

Alva Littlejohn made a motion to approve the Audit of Basic Financial Statement as of December 31, 2013, as written. The motion was seconded by Roger Lindsey and approved by the Board.

4. **Benefit Applications, Changes and QDROs (Qualified Domestic Relations Order)**

Randy Butcher made a motion to approve payment of a service benefit to James Stephen Payton. The motion was seconded by Roger Lindsey and approved by the Board.

5. **Review sales and purchases.**

The Board reviewed sales and purchases. No Board action was taken.

6. **Portfolio update and review by Kim Calhoun of Westwood Holdings Group**

Kim Calhoun opened by saying that no significant changes in the firm had occurred. Continuing, she reviewed new personnel additions and identified the total assets under management by the firm to be at \$19 billion. Ms. Calhoun quickly reviewed the various strategies currently utilized by the firm and the processes in place to meet the practical objectives of those strategies. Ms. Calhoun presented the performance of the Fund relative to the corresponding benchmarks. After reviewing the sector holdings relative to the index, Ms. Calhoun went on to explain weighting characteristics for those sectors and how that weighting affected return. An overview of the current market outlook followed. After answering questions from the Board, Ms. Calhoun closed her presentation by thanking the Board.

7. **Consider invoice from Robinson, Burdette, Martin & Seright, L.L.P. in the amount of \$14,013.22 for the 2013 audit**

Dub Wade made a motion to approve the invoice from Robinson, Burdette, Martin & Seright in the amount of \$14,013.22 for the 2013 audit. The motion was seconded by Randy Butcher and approved by the Board.

8. Consider expenses for the TLFRA Peer Review and Training, May 8-9, 2014, in Austin, Texas in the amount of \$1,688.46

Kevin Ivy pointed out a discrepancy between the Expense Statement amount and the amount listed on the Agenda.

The Administrator Assistant confirmed that the Expense Statement reflected the correct amount as \$1,687.86. Alva Littlejohn made a motion to approve the expenses from the TLFRA Peer Review and Training, May 8-9, 2014, in Austin Texas in the amount of \$1,687.86. The motion was seconded by Dub Wade and approved by the Board.

9. Consider invoice from Hund, Krier, Wilkerson & Wright, P.C. in the amount of \$300.00 for legal services.

Roger Lindsey made a motion to approve payment of the invoice from Hund, Krier, Wilkerson & Wright, P.C. in the amount of \$300.00 for legal services. The motion was seconded by Alva Littlejohn and approved by the Board.

10. Consider invoice from Glenn Goldwater in the amount of \$2,100.00 for pension information services

Dub Wade made a motion to approve payment to the invoice from Glenn Goldwater in the amount of \$2,100.00 for pension information services. The motion was seconded by Randy Butcher and approved by the Board.

11. Consider Campus-Clarion Student Housing Partners investment opportunity as presented by Tim Ng and Marc Simoni of Morgan Stanley Wealth Management, at the May 14, 2014 Board Meeting

The Board discussed the Campus-Clarion Student Housing opportunity presented at the previous meeting. No action was taken.

12. Administrator's Report

- Custodial Bank report presented--Fund balance of \$188,993,001.63
- Office expenses
- May financial worksheet
- Investments updates

13. Committee appointments

Kevin Ivy and Randy Butcher were appointed to the Retirement Information Committee.

14. Committee reports

Alva Littlejohn reported on the Trustee Training conducted by the TLFRA Foundation in Austin, May 8th and 9th. Mr. Littlejohn also reported on the Continuing Education rules to be adopted by the Pension Review Board and the page available for feedback on the PRB website.

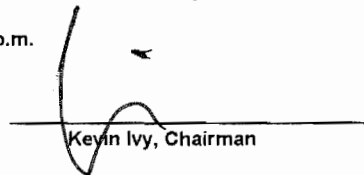
Roger Lindsey reported on a meeting with CDK to consider a possible building for office space.

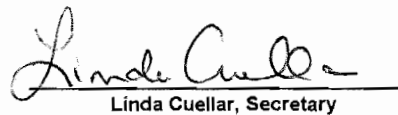
15. Public comment

No public comment was made.

Roger Lindsey made a motion to adjourn the meeting. The motion was seconded by Randy Butcher and approved by the Board.

The meeting adjourned at 2:45 p.m.


Kevin Ivy, Chairman


Linda Cuellar, Secretary