

**ST. MARY'S COUNTY SHERIFF'S OFFICE RETIREMENT PLAN  
BOARD OF TRUSTEES MEETING  
August 22, 2013**

**Members Present:** Elaine Kramer, Chief Financial Officer  
Captain Terry Black, Sheriff's Office Representative  
Lt. Edward Evans, Sheriff's Office Representative  
Dr. Tracy Harris

**Others Present:** Jeff Seibel, Morgan Stanley

**Absent:** Dr. Rebecca Bridgett, County Administrator

**CALL TO ORDER**

The meeting was called to order at 1:05 p.m.

**ACCEPTANCE OF THE AGENDA**

The agenda was accepted as presented by Elaine Kramer.

**APPROVAL OF MINUTES**

Terry Black made a motion, seconded by Lt. Evans, to approve the June 5, 2013 meeting minutes. Motion carried.

**NEW CITIZEN MEMBER**

Sue Sabo introduced Dr. Tracy Harris as the new Citizen Representative for the Board of Trustees.

**MORGAN STANLEY UPDATE**

Jeff Seibel from Morgan Stanley provided a Performance Measurement Report for the period ending June 30, 2013. Mr. Seibel noted that most investment managers have been out-performing. The portfolio was down just a little due to bond rates. The beginning Market Value of the Plan was \$52,665,251 and ending Market Value of the Plan was \$52,996,125.

Mr. Seibel presented the following action plan to the Board:

1. Review 2nd Quarter performance.
2. Remove watch list manager Hatteras Multi Strategy.
3. Reduce the managed futures positions from overweight (2.7%) to policy underweight (1.7%). Current policy target is 2%, the reduction would be \$500,000 (\$200,000 from Orion, \$150,000 from ACL Managed Futures, and \$150,000 from the Strategic Alternative Fund.
4. Replace the Hatteras Multi Strategy fund with the Virtus Dynamic AlphaSector fund due to underperformance of Hatteras.
5. Add the IJR fund (iShares S&P Small Cap Core Index ETF) using the proceeds from the managed futures sale.

Terry Black made a motion for Morgan Stanley to implement item numbers 2 and 4. Lt Evans seconded the motion. The Board approved the motion 4-0.

Lt. Evans made a motion for Morgan Stanley to implement item numbers 3 and 5. Dr. Harris seconded the motion. The Board approved the motion 4-0.

Plan of Action for October 2013 Meeting

1. Review International Strategy and Allocation.
2. Review Small Cap Strategy and Allocation.

**ADMINISTRATOR'S REPORT**

Bills paid since last meeting:

DATE	PAYEE	TYPE SERVICE	AMOUNT
4/23/13	Bolton Partners	Professional services rendered through 3/31/13 (retirement calculation ).	\$ 207.00
5/16/13	Bolton Partners	Professional services rendered through 4/30/13 (benefit calculations).	\$ 369.00
7/9/13	Whiteford, Taylor & Preston, LLC	Professional services rendered through 6/30/13 (draft working copy of Plan Document; review of QDRO, draft letter regarding QDRO.	\$ 525.00
7/17/13	Bolton Partners	Professional services rendered through 6/30/13. Three lump sum distribution calculations.  Two retirement calculation.	\$369.00  \$621.00
8/9/13	Bolton Partners	Professional services rendered through 7/31/13. SORP Benefit Statements.	\$5,000.00
TOTAL:			\$ 7,091.00

**NEXT MEETING**

The next meeting is scheduled for October 24, 2013.

**ADJORNMENT**

The meeting adjourned at approximately 2:15 p.m.

Respectfully submitted,

APPROVED:

Karen Gates  
SORP Plan Coordinator

Dr. Rebecca B. Bridgett  
Chair