San Mateo County Employees' Retirement Association
Minutes of the Meeting of the Board of Retirement

March 29, 2011

February 22, 2011 – Board Agenda

PUBLIC SESSION – The Board will meet in Public Session at 1 p.m.

1. Call to Order and Roll Call
2. Oral Communications
   2.1 Oral Communications From the Board
   2.2 Oral Communications From the Public
3. Approval of the Minutes
4. Approval of the Consent Agenda
   (Any items removed from the Consent Agenda for discussion will be inserted into the Regular Agenda and considered in the order chosen by the board chair.)
   - Disability Retirements
     - Marina Diaz-Bados
     - Loretta Keenan
   - Service Retirements
   - Continuances
   - Deferred Retirements
   - Member Account Refunds
   - Member Account Rollovers
   - Trustee Request for Conference Approval

5. Benefit & Actuarial Services
   5.1 Consideration of Benefit & Actuarial Items, if any, removed from the Consent Agenda

6. Investment Services
   6.1 Monthly Portfolio Performance Report
   6.2 Quarterly Investment Performance Analysis for Period Ended December 31, 2010
   6.3 Investment Manager Review – Mondrian Investment Partners
   6.4 Approval of Investment Management Agreement(s) for the Risk Parity Mandate
   6.5 Select Commodities RFP Recipients
   6.6 Approval of Private Equity Investment Opportunity - Buyouts (Media, Communications, Business Services)
   6.7 Approval of Private Equity Investment Opportunity - Leveraged Sr. Bank Loans (Media, Communications, Business Services)
   6.8 Approval of the Investment Committee’s Plan for Fiscal Year 2011/2012

7. Board & Management Support Services
   7.1 Monthly Financial Report
   7.2 Approval of First 5 UAAL Calculation Methodology and Resultant Amount
   7.3 Approval of the Audit Committee’s Plan for Fiscal Year 2011/2012
   7.4 Introduction of SamCERA’s Sources, Uses & Budget for Fiscal year 2011/2012
   7.5 Annual Review & Reaffirmation of SamCERA’s Mission, Goals and Objectives
   7.6 Annual Review & Reaffirmation of SamCERA’s Code of Fiduciary Conduct
   7.7 Annual Review & Reaffirmation of SamCERA’s Conflict of Interest Code
   7.8 Annual Review & Reaffirmation of SamCERA’s Strategic Services Resolution
   7.9 Annual Review & Reaffirmation of SamCERA’s Internal Controls Policy
   7.10 Annual Review & Reaffirmation of SamCERA’s Travel Policy
   7.11 Annual Review and Reaffirmation of SamCERA’s Educational Policy
   7.12 Annual Review and Reaffirmation of SamCERA’s Expense Reimbursement Policy
   7.13 Approval to Authorize SamCERA’s Chief Executive Officer to Amend the Lease for Office Space

8. Management Reports
   8.1 Chief Executive Officer’s Report
   8.2 Assistant Executive Officer’s Report

Fiscal Year 2010-2011 page 89
February 22, 2011 – Board Minutes

1102.1 Call to Order: Ms. Arnott, Vice Chair, called the Public Session of the Board of Retirement to order at 1 p.m., February 22, 2011, in SanCERA’s Board Room, 100 Marine Parkway, Suite 125, Redwood Shores, California.

Roll Call: Ms. Agnew, Mr. Bowler, Ms. Salas for Mr. David, Mr. Hackleman, Ms. Kwan Lloyd, Mr. Spinello and Mr. Tashman. Excused: Mr. David. Other Board Members in Attendance: Mr. Murphy. Staff: Mr. Bailey, Mr. Hood, Ms. Dames, Mr. Clifton, Ms. LeBlanc and Ms. Smith. Consultants: Ms. Carlson, Dr. Fracchia, Mr. Brody, Mr. Shooshani and Mr. Thomas. Retirees: 0, Public: 0.

1102.2.1 Oral Communications From the Board: None.

1102.2.2 Oral Communications From the Public: None.

1102.3 Approval of the Minutes: Mr. Bowler submitted the following correction to the minutes: 11017.3 L3: “investigate the possibility of impacting investing to the association’s portfolio.” Motion by Agnew, second by Hackleman, carried unanimously to approve the board minutes from the January 25, 2011, meeting, as amended.

1102.4 Approval of the Consent Agenda: Motion by Salas, second by Agnew, carried unanimously to approve the day’s Consent Agenda, as submitted, as follows. Mr. Hackleman abstained from the vote regarding the matter of the disability application of Loretta Keenan.

Disability Retirements:
The board finds that Marina Diaz-Bados is unable to perform her usual and customary duties as a Public Health Nurse and grants her application for a non-service connected disability retirement.

The board approves and adopts the decision of Hearing Officer Roy Abrams and denies a non-service disability retirement to Loretta Keenan.

Service Retirements:

<table>
<thead>
<tr>
<th>Member Name</th>
<th>Effective Retirement Date</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Boyle, Michael</td>
<td>December 4, 2010</td>
<td>Def'd from Elections</td>
</tr>
<tr>
<td>Krause, Lori</td>
<td>December 5, 2010</td>
<td>Def'd from Sheriff’s Office</td>
</tr>
<tr>
<td>Singh, Kamlesh</td>
<td>December 8, 2010</td>
<td>San Mateo Medical Center</td>
</tr>
</tbody>
</table>

Fiscal Year 2010-2011 page 90
San Mateo County Employees' Retirement Association

Minutes of the Meeting of the Board of Retirement

Fiscal Year 2010-2011 page 91

Torrelio, Elisa December 9, 2010 Def'd from Behavioral Health
Chow, Betty December 10, 2010 Admin and Emergency Svcs.
Cooke, Louis December 30, 2010 Def'd from Superior Court
Conley, Kathryn December 31, 2010 Def'd from Environmental
Amberg, Barbara January 1, 2011 Library
Chiotti, Mark January 1, 2011 Human Services Agency
Fox, James January 1, 2011 District Attorney
Hesler, Shelley January 1, 2011 Behavioral Health
Leduna, Alicia January 1, 2011 San Mateo Medical Center
McHenry, Margaret January 1, 2011 District Attorney
Moore, David January 1, 2011 Parks Dept.
Moser, Christine January 1, 2011 Superior Court
Penalosa, Georgina January 1, 2011 Probation
Buffington, Lee January 4, 2011 Tax Collector
Slocum, Warren January 4, 2011 Assessor
Woodward, Carol January 4, 2011 County Counsel

Continuance of Benefits:

Member Name  Beneficiary of:
Hamid, Khawer  Hamid, Asghar
Murphy, John  Murphy, Marjorie

Deferred Retirements:

Member Name  Retirement Plan Type
None

Member Account Refunds:

Member Name  Retirement Plan Type
Angeles, Ferdinand  G4 Non-vested
Boone, Maryanne  G4 Non-vested
Ceja, Anastacio  G4 Non-vested
Cherry, Courtney  G4 Non-vested
Diaz, Madeleine  G4 Non-vested
Faumuina, Tolopa  P4 Vested
Houston, Kimberly  G4 Non-vested
Laffoon, Valerie  G4 Non-vested
Lee, Lindsay  G4 Non-vested
Estate of Lucas, Henry  G1 Vested
Martinson, Katherine  G4 Non-vested
Melgarejo, Larry  G4 Non-vested
Newman, Charles  G4 Vested
Villagomez, Emanuela  G4 Non-vested

Member Account Rollovers:

Member Name  Retirement Plan Type
Brumidis, Sydney  G4 Non-vested
Estrada, Rosa  G4 Non-vested
Gilliland, Stephanie  Ben of Reeves, Claire
McCord, James  G4 Non-vested
Smith, Debi

QDRO of Smith, Carlos

Trustee Request for Conference Approval

1102.5 Benefit & Actuarial Services

1102.5.1 Consideration of Benefit & Actuarial Items, if any, removed from the Consent Agenda: None.

1102.6 Investment Services

1102.6.1 Monthly Portfolio Performance Report: Mr. Clifton reported that SamCERA’s 1.13% Total Fund Return for January 2011 underperformed the Total Plan Policy Benchmark return of 1.17%. The fund’s return for the trailing twelve months is a robust 17.47%, which is 972 basis points (bps) above the Actuarial Discount Rate of 7.75%. However, the total fund return is 99 basis points behind SamCERA’s Total Plan Policy Benchmark of 18.46%. The 99 basis point underperformance is highly attributed to the international equity portfolios.

<table>
<thead>
<tr>
<th>Asset Class</th>
<th>Market Value</th>
<th>1-Month</th>
<th>1-year TTWRR*</th>
<th>5-year TTWRR*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Equity</td>
<td>$1,010,517,767</td>
<td>2.00%</td>
<td>25.28%</td>
<td>1.10%</td>
</tr>
<tr>
<td>International Equity</td>
<td>438,383,566</td>
<td>0.84%</td>
<td>14.05%</td>
<td>2.43%</td>
</tr>
<tr>
<td>Total Equity</td>
<td>1,448,901,332</td>
<td>1.65%</td>
<td>21.66%</td>
<td>1.41%</td>
</tr>
<tr>
<td>Private Equity</td>
<td>250,000</td>
<td>0.00%</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Fixed Income</td>
<td>621,060,237</td>
<td>0.18%</td>
<td>9.22%</td>
<td>5.66%</td>
</tr>
<tr>
<td>Real Estate Aggregate</td>
<td>122,302,877</td>
<td>0.00%</td>
<td>16.70%</td>
<td>0.47%</td>
</tr>
<tr>
<td>Cash Equivalents</td>
<td>60,002,894</td>
<td>0.06%</td>
<td>1.08%</td>
<td>1.78%</td>
</tr>
<tr>
<td><strong>TOTAL FUND</strong></td>
<td><strong>$2,252,517,340</strong></td>
<td><strong>1.13%</strong></td>
<td><strong>17.47%</strong></td>
<td><strong>2.76%</strong></td>
</tr>
<tr>
<td>Benchmark</td>
<td></td>
<td>1.17%</td>
<td>18.46%</td>
<td>4.11%</td>
</tr>
</tbody>
</table>

* Total Time-Weighted Rate of Return

1102.6.2 Quarterly Investment Performance Analysis for Period Ended December 31, 2010: Mr. Brody and Mr. Thomas of Strategic Investment Solutions gave a brief overview of the quarterly investment performance report for the period ended December 31, 2010. SIS performed a thorough review of the portfolio’s performance with the Investment Committee. The composite fund returned 6.9% in the fourth quarter of 2010 and ranked 15th among other public funds greater than $100 million (median of 6.0%). The one-year return of 13.6% was behind the policy index return of 14.3% and ranked in the 39th percentile of the universe. Longer term, the three and five-year returns of -1.0% (85th percentile) and 3.2% (95th percentile), respectively, were below median among large public plans (0.5% and 4.5%).

Mr. Clifton said that staff and consultant will conduct a due diligence site visit with Artio Global in April. Staff will then provide a full due diligence report to the board.

1102.6.3 Investment Manager Review – Mondrian Investment Partners: Mr. Clifton reported that the Investment Committee conducted the annual investment review for Mondrian Investment Partners. Jim Brecker, Senior Vice President, Client Service, and Russell Mackie, Senior Portfolio Manager, were present at the committee from Mondrian Investment Partners for
their annual review.

1102.6.4 **Approval of Investment Management Agreement(s) for the Risk Parity Mandate:** Mr. Clifton said that Mr. Thomas reported on staff and consultant’s on-site due diligence visit to AQR at the investment committee. Mr. Thomas was impressed by the firm and product, overall. Mr. Clifton said that staff and Mr. Whitlock of County Counsel are working with AQR to finalize the documentation required to formalize the agreement for AQR to invest a portion of SamCERA’s portfolio. He reported that the investment committee recommended that the board approve the investment management agreement with AQR for the risk parity mandate and authorize the board chair to execute the documentation upon approval of counsel.

**Motion** by Hackleman, second by Agnew, carried unanimously to approve the IMA with AQR Capital Management for the risk parity mandate.

Ms. Carlson then discussed the clause in SamCERA’s Conflict of Interest Code that requires that “consultants” file the Annual Disclosure of Economic Interest Statement Form 700 with the Fair Political Practices Commission, and that the term consultants also include investment managers. The board then discussed possible pushback from private equity managers. Ms. Carlson will conduct further research on the matter.

1102.6.5 **Select Commodities RFP Recipients:** Mr. Thomas reviewed the search criteria for the commodity manager search. He said that the set of screens produced 11 products managed by 10 firms, which he proposed as candidates to receive the Request for Information (RFI). Mr. Clifton added questions regarding the compliance to the California Statement of Economic Interests Form 700 and California placement agent policies.

**Motion** by Hackleman, second by Bowler, carried unanimously to approve the list of 11 semi-finalists to receive the amended RFI for a commodity mandate. Once firms respond to the RFI, SIS will bring back detailed analysis of each firm to the board.

1102.6.6 **Approval of Private Equity Investment Opportunity - Buyouts (Media, Communications, Business Services):** Faraz Shooshani of Strategic Investment Solutions was present to discuss the in-depth review and analysis that SIS performed for the private equity investment, ABRY Partners VII, L.P. The fund has a focus to buyout media, communications and business services. SIS recommended that the board approve to commit $10 million to ABRY Partners VII, L.P. pending legal due diligence by staff and counsel. Mr. Shooshani discussed fund strategy, performance and fee structure. He then answered trustees’ questions and concerns. SamCERA has an 8% allocation to Private Equity, with a sub-asset class allocation of 60% buyouts, 20% venture capital and 20% debt-related/special situations. The commitment to ABRY Partners VII, L.P. would be allocated to buyouts.

**Motion** by Spinello, second by Bowler, carried unanimously to authorize the board chair to execute the documentation for ABRY Partners VII, L.P. with a fund focus of Buyouts (Media, Communications, Business Services)

1102.6.7 **Approval of Private Equity Investment Opportunity - Leveraged Sr. Bank Loans (Media, Communications, Business Services):** Faraz Shooshani of Strategic Investment Solutions was present to discuss the in-depth review and analysis that SIS performed for the private equity investment ABRY Advanced Securities Fund II, L.P. The fund has a focus on
leveraged senior bank loans by media, communications and business services. SIS recommended that the board approve to commit $20 million to ABRY Advanced Securities Fund II, L.P. pending legal due diligence by staff and counsel. Mr. Shooshani discussed fund strategy, performance and fee structure. He then answered trustees’ questions and concerns. SamCERA has an 8% allocation to Private Equity, with sub-asset class allocation of 60% buyouts, 20% venture capital and 20% debt-related/special situations. The commitment to ABRY Advanced Securities Fund II, L.P. would be allocated to debt-related/special situations.

Motion by Spinello, second by Bowler, carried unanimously to authorize the board chair to execute the documentation for ABRY Advanced Securities Fund II, L.P. with a fund focus on Leveraged Senior Bank Loans (Media, Communications, Business Services).

Approval of the Investment Committee’s Plan for Fiscal Year 2011/2012: Mr. Clifton said that the investment committee discussed the delegation of annual investment manager reviews to staff and consultant, given the increased number of active managers in SamCERA’s portfolio. Staff would provide a full report of each review for the board. Investment managers with extreme under- or over-performance, significant organizational changes, or other potential factors of concern, would be reviewed by the investment committee or the board. Ms. Agnew said that with over twenty investment managers, conducting each annual review would be overbearing for the board. Delegation of the annual reviews would allow the committee and board more time for strategic conversations.

Motion by Salas, second by Spinello, carried unanimously to approve the Investment Committee’s Plan for Fiscal Year 2011/2012 and the committee’s recommendation to delegate annual investment manager reviews to staff and consultant, going forward. The board may request to conduct the annual reviews of specific investment managers at the board level at any time.

Board & Management Support Services

Monthly Financial Report: Mr. Clifton reported that SamCERA’s Net Assets Held in Trust for Pension Benefits as of January 31, 2011, totaled $2,249,420,527. Net assets increased by approximately $81.5 million, month over month, primarily attributed to a $65 million prepayment of employer contributions that occurred at month end.

Approval of First 5 UAAL Calculation Methodology and Resultant Amount: Mr. Bailey said that First 5 San Mateo, a county agency that may be eliminated by state budget cuts, is considering paying off the Unfunded Actuarial Accrued Liability (UAAL) associated with its county employees.

Motion by Hackleman, second by Kwan Lloyd, carried unanimously to approve Resolution 10-11- , adopting a calculation method and UAAL amount for First 5 San Mateo, as follows:

“WHEREAS, First 5 San Mateo is considering the payment of its proportionate share of the county of San Mateo’s Unfunded Actuarial Accrued Liability; and

“WHEREAS, Section 31564.2 of the California Government Code sets forth a methodology for the development of a proportional Unfunded Actuarial Accrued Liability for a district
San Mateo County Employees' Retirement Association
Minutes of the Meeting of the Board of Retirement

withdrawing from a retirement system; and

“WHEREAS, the Board of Retirement finds that 31564.2 provides guidance in appropriately calculating First 5 San Mateo’s proportionate share of the total general member Unfunded Actuarial Accrued Liability of the San Mateo County Employees’ Retirement Association as of June 30, 2011; and

“WHEREAS, Milliman, Inc. has determined the Unfunded Actuarial Accrued Liability of First 5 San Mateo as of June 30, 2011, to be $1,273,457; it is now, therefore

“RESOLVED that the board hereby adopts the methodology and results regarding the calculation of the Unfunded Actuarial Accrued Liability of First 5 San Mateo County, including all provisional statements, as set forth in the February 18, 2011, letter from Nick Collier, Milliman, Inc. to David Bailey, Chief Executive Officer, SamCERA.”

1102.7.3 Approval of the Audit Committee’s Plan for Fiscal Year 2011/2012: Mr. Clifton presented the Audit Committee’s Plan for Fiscal Year 2011/2012. The current audit committee consists of Ms. Kwan Lloyd, Chair; Ms. Arnott, Mr. Tashman and Mr. Spinello. Motion by Tashman, second by Bowler, carried unanimously to approve the Audit Committee’s Plan for the upcoming fiscal year.

1102.7.4 Introduction of SamCERA’s Sources, Uses & Budget for Fiscal year 2011/2012: Mr. Clifton introduced SamCERA’s Sources, Uses and Budget Report for FY 2011/2012. Mr. Clifton reminded trustees to complete and return their FY 2011/2012 educational conference request forms to Ms. Dames for budget planning purposes.

1102.7.5 Annual Review & Reaffirmation of SamCERA’s Mission, Goals and Objectives: Mr. Clifton presented the latest iteration of Resolution 95-96-05, SamCERA’s Mission, Goals and Objectives, as amended on January 27, 2009. There were no recommended amendments this year. The board unanimously reaffirmed SamCERA’s Mission, Goals, and Objectives, as submitted.

1102.7.6 Annual Review & Reaffirmation of SamCERA’s Code of Fiduciary Conduct: Mr. Clifton presented SamCERA’s Code of Fiduciary Conduct, Resolution 96-97-02, as amended on February 23, 2010. Mr. Tashman recommended changing the gift limit dollar amount to reflect the FPPC website.

Motion by Tashman, second by Salas, carried unanimously to reaffirm SamCERA’s Code of Fiduciary Conduct, as amended.

1102.7.7 Annual Review & Reaffirmation of SamCERA’s Conflict of Interest Code: This agenda item was deferred to a future board meeting upon counsel’s review regarding the Form 700 requirements for investment managers.

1102.7.8 Annual Review & Reaffirmation of SamCERA’s Strategic Services Resolution: Mr. Clifton presented Resolution 95-96-06, SamCERA’s Strategic Services Resolution, as amended on March 22, 2005. Following review, no changes were recommended by the board. The board unanimously reaffirmed SamCERA’s Strategic Services Resolution, as submitted.
1102.7.9 **Annual Review & Reaffirmation of SamCERA’s Internal Controls Policy:** Mr. Clifton presented Resolution 95-96-16, SamCERA’s Internal Controls Policy, as amended on April 22, 2003. Mr. Clifton also presented the Internal Controls Guidelines for the board’s review. Following review, no changes were recommended by the board. The board unanimously reaffirmed SamCERA’s Internal Controls Policy and Guidelines, as submitted.

1102.7.10 **Annual Review & Reaffirmation of SamCERA’s Travel Policy:** Mr. Clifton presented Resolution 06-07-01, SamCERA’s Travel Policy, as amended on March 24, 2009. The current reimbursement rates for the Continental United States (CONUS) as set forth in the Code of Federal Regulations were updated and also presented to the board. The board unanimously reaffirmed SamCERA’s Travel Policy, as submitted.

1102.7.11 **Annual Review and Reaffirmation of SamCERA’s Educational Policy:** Mr. Clifton presented Resolution 98-99-12, SamCERA’s Educational Policy, as amended on August 24, 2010. Mr. Tashman asked if trustees can attend or view educational sessions online or electronically. Mr. Bailey said that SACRS videotapes its sessions and makes presentation materials available online. Mr. Clifton will amend the policy to include language regarding online education and bring it back for board approval. Mr. Tashman encouraged trustees to take advantage of online educational opportunities.

1102.7.12 **Annual Review and Reaffirmation of SamCERA’s Expense Reimbursement Policy:** Mr. Clifton said that in February 2010, Ms. Wong introduced SamCERA’s Expense Reimbursement Policy as a result of an internal control review. The policy provides an explicit guideline for the reimbursement of business expenses incurred in the performance of official duties of SamCERA’s trustees and staff. The policy works in conjunction with the Travel Policy.

1102.7.13 **Approval to Authorize SamCERA’s Chief Executive Officer to Amend the Lease for Office Space:** Mr. Hood said that additional permanent space is required to house additional staff, create space for information technology development and take advantage of space now available with the current location. Staff had been negotiating with the landlord to add suite 160 to the current lease and Mr. Hood provided the terms and conditions for the lease amendment. He requested that the board authorize the CEO to execute the amendment to the current lease under those terms and conditions. He estimates that the total cost to SamCERA to prepare both suites for occupancy to be approximately $140,000 after the tenant improvement allowance. Staff anticipates that there is enough funding in the current budget to cover this cost. Should additional funding be required, staff will make a separate request to the board at a subsequent meeting.

Motion by Agnew, second by Hackleman, carried unanimously to authorize the CEO to negotiate and amend SamCERA’s current lease to add Suite 160 per the terms in the letter provided by staff.

1102.8 **Management Reports**

1102.8.1 **Chief Executive Officer’s Report:** Mr. Bailey commended Mr. Hood for his work in lease negotiations for SamCERA’s additional office space. He then said that the County of San Mateo and City of San Carlos are in discussions regarding the UAAL of retirement costs from
CalPERS. San Carlos recently contracted its police force with the County. Mr. Bailey then provided an update on the vacancy on the board. The application process has been re-opened with a new deadline of March 14th. He reported on SamCERA’s staff retreat that took place earlier in the month. He said that the two-day retreat was very productive and resulted in a list of several projects for the upcoming fiscal year. He will bring a draft strategic plan to the board in a few months. Mr. Bailey expressed appreciation for the participation by all staff. Lastly, Mr. Bailey said that Rich Goss’ wife, Sharlyn Goss, recently passed away and expressed his condolences. Mr. Goss was the former administrator of CALAPRS.

1102.8.2 Assistant Executive Officer’s Report: Mr. Hood said he conducted a survey regarding board meeting security measures. Mr. Spinello opined that security was of real concern given the current environment. Mr. Tashman said that safety is of great importance and that the board should allow staff to hire security personnel through the County’s sheriff office for next month’s meeting. The board agreed with Mr. Tashman’s recommendation. A ratification item regarding security measures will be placed on the March board agenda. Mr. Hood then distributed the most recent Financial Knowledge Network educational flyer.

1102.8.3 Chief Investment Officer’s Report: Mr. Clifton reported that he was notified by AXA Rosenberg that an independent firm completed its review of their investment model’s coding error that was discovered in 2009. It was determined that the error had no financial impact on SamCERA’s portfolio. The error had been corrected in September 2009 and SamCERA had entered into a contract with AXA Rosenberg in August 2009. SamCERA terminated the manager after being notified of the coding error. It was determined that the firm owes $242 million in settlements to clients and the SEC due to the error.

1102.8.4 County Counsel's Report: Ms. Carlson thanked Mr. Bailey and the rest of staff for their efforts through the Human Resources’ process regarding union negotiations. Most unions have come into agreement with a few M.O.U.’s left for negotiation. She reported that the Board of Supervisors is going through a budget priority process by department. SamCERA will field several questions regarding early retirement options and lay-offs. Staff has been very helpful throughout this process.

1102.9 Report on Actions Taken in Closed Session: None.

1102.10 Adjournment in Memory of Deceased Members: There being no further business, Ms. Arnott adjourned the meeting at 3:08 p.m., in memory of the following deceased members:

<table>
<thead>
<tr>
<th>Name</th>
<th>Date</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stone, William</td>
<td>December 31, 2010</td>
<td>Public Works</td>
</tr>
<tr>
<td>Braasch, Gladys</td>
<td>January 4, 2011</td>
<td>Library</td>
</tr>
<tr>
<td>Stevens, Thomas</td>
<td>January 5, 2011</td>
<td>Engineer-Road</td>
</tr>
<tr>
<td>Lewis, Robert</td>
<td>January 10, 2011</td>
<td>Controller</td>
</tr>
<tr>
<td>Roeder, Lois</td>
<td>January 15, 2011</td>
<td>Ben. of Roeder, Harvey</td>
</tr>
<tr>
<td>Newman, Margaret</td>
<td>January 24, 2011</td>
<td>Ben. of Newman, Alfred</td>
</tr>
<tr>
<td>Silva, James</td>
<td>January 24, 2011</td>
<td>Ben. of Silva, Shirley</td>
</tr>
</tbody>
</table>

SANDIE ARNOTT, VICE CHAIR