

**SELF-DIRECTED TAX-ADVANTAGED RETIREMENT SYSTEM
401 (a) TRUST**

Summary Minutes

October 7, 2009

Attendees

Richard Averett
Joseph Chan
LaRae Brown
Amy Koenig
Herbert Pike

Jurisdiction

Regional Gov't Services Authority
Local Gov't Services Authority
City of Millbrae
City of Larkspur
Association of Bay Area Governments

The meeting was called to order by Richard Averett at 10:30 am.

- 1) A Roll Call of attendees was conducted resulting in the above listing of attendees.
- 2) An election of officers was conducted. Richard Averett was elected Chair, Herbert Pike was elected Vice-Chair and Joseph Chan was elected Secretary.
- 3) Richard Averett provided an informational report on 401 (a) Trust Membership proposal.
- 4) Approved contracts with Financial Advisor (Morriscal Financial Services) and Service Provider (Unified Trust Company) subject to finalization of fee structure. M/Pike/S/Chan/unanimously approved.
- 5) The letter from VALIC regarding its relationship with STARS was discussed. M/Chan/S/Pike/ unanimously approved to authorize Richard Averett to compose and send a response to the letter reflecting discussions of the group.
- 6) In accordance with Article VII, Section 2—Membership, Paragraph (c), the Board reviewed and discussed a proposal to appoint a Trust Administrator (Association of Bay Area Governments) to provide support services pursuant to the memorandum that was attached to the agenda. M/Averett/S/Chan/ approved 3 aye, 1 abstention.
- 7) Meeting adjourned at 11:14 am.

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CALIFORNIA PUBLIC AGENCIES SELF-DIRECTED TAX-ADVANTAGED RETIREMENT SYSTEM 457 TRUST

Summary Minutes

October 7, 2009

Attendees

Richard Averett
Joseph Chan
LaRae Brown
Amy Koenig
Amy Koenig
Herbert Pike

Jurisdiction

Regional Gov't Services Authority
Local Gov't Services Authority
City of Millbrae
City of Larkspur
Twin Cities Police Authority
Association of Bay Area Governments

The meeting was called to order by Richard Averett at 11:15 am.

- 1) A Roll Call of attendees was conducted resulting in the above listing of attendees.
- 2) An election of officers was conducted. Richard Averett was elected Chair, Herbert Pike was elected Vice-Chair and Joseph Chan was elected Secretary. /M/Pike/S/Brown/C unanimously.
- 3) Richard Averett provided an informational report on 457 Trust Membership proposal.
- 4) Approved contracts with Financial Advisor (Morrical Financial Services) and Service Provider (Unified Trust Company) subject to finalization of fee structure. M/Pike/S/Chan/unanimously approved.
- 5) The letter from VALIC regarding its relationship with STARS was discussed. M/Chan/S/Pike/ unanimously approved to authorize Richard Averett to compose and send a response to the letter reflecting discussions.
- 6) In accordance with Article VII, Section 2—Membership, Paragraph (c), the Board reviewed and discussed a proposal to appoint a Trust Administrator (Association of Bay Area Governments) to provide support services pursuant to the memorandum attached to the agenda. M/Averett/S/Chan/ approved 3 aye, 1 abstention.
- 7) Meeting adjourned at 11:20 am.