

**California Public Agencies
Self-directed Tax Advantaged Retirement System (STARS)
Joint Teleconference Meeting of the 401 and 457 Trusts**

Summary Minutes

Wednesday, May 9, 2013

Members Present

Richard Averett (Chair)
Joseph Chan, Secretary
Amy Koenig
Herbert Pike, Vice Chair

Jurisdiction

Regional Government Services Authority
Local Government Services Authority
City of Larkspur/Twin City Police Authority
Association of Bay Area Governments

Others Present

Jennifer Bower
Sarah Paris
Rebecca Searles
Edward Wagner

RGS/LGS
Unified Trust Company
SageView Advisory Group
SageView Advisory Group

- (1). The meeting was called to order by Chair Averett at 10:00 am.
- (2). Agenda of the joint 401 and 457 board meeting was approved with no changes.
/M/Koenig/S/Pike/C/
- (3). Minutes of the January 23, 2013 meeting of the joint 401 and 457 boards were approved as presented. /M/Koenig/S/Pike/C/
- (4). Wagner presented the investment report for the quarter ended March 31, 2013. Investment options in the portfolio performed well and total assets amounted to approximately \$5.8 million. UTC is considering adding a socially responsible fund offered by the Calvert group. SageView is in the process of reviewing it and will present a report to the Board at its next meeting.
- (5). The Board discussed strategies to improve name recognition for the STARS program. Wagner indicated that SageView is proposing to allocate 10% of its fees to fund marketing efforts for the STARS program, primarily advertising in CSMFO and CMTA websites and submitting articles in their publications. After discussion, the Board believes that publicity through CSMFO should be our initial focus. The cost for placing an ad on the CSMFO home page side bar is \$1200 per year.
/M/Pike/S/Chan/C/ to advertise the STARS program through the CSMFO website for a year with a link to the STARS website, and the cost will be shared by the Board and SageView, \$400 and \$800 respectively.

Sarah Paris offered the use of the UTC webinars and videos covering various topics such as on-line registration, making changes, and UTC forms.

Agenda items 6 and 7 were deferred to the next meeting.

(8). The next Board meeting will be held in the later part of July. Rebecca will confirm a date.

(9). There being no further business, the meeting was adjourned at 11:46 am.

AENDA ITEM 3