MURRAY STATE COLLEGE FOUNDATION, INC.
SPECIAL BOARD MEETING
JANUARY 9, 2014

Murray Administration Bldg. 4:00 p.m. MSC Foundation Conference Room

ATTENDING: Norma Howard (Chair), Micah Taylor (Investment Committee Chair), Judy Huston, Stan Marshall

OTHERS: Karen Cantrell, Brenda Stacy

CALL TO ORDER
Chairman Norma Howard called the January 9, 2014 Special Board Meeting of the Murray State College Foundation Board Members to order at 4:13 pm. There was no public comment and Dr. Stacy indicated that the agenda had been posted in compliance with the Open Meeting Act. It was noted that a quorum was not met; however, no action items were on the agenda. Micah Taylor (Investment Committee Chair) conducted the Investment Committee Meeting.

INVESTMENT COMMITTEE MEETING

Review and consideration of recommending to the full Board the addition of funds into the existing New York Life annuity (if allowable.)

Micah Taylor reported that he had consulted with John Howell of Howell Financial Services regarding the possibility of adding funds to the existing New York Life Annuity and was told that such a transaction cannot be made.

Review of the investment portfolio options and consideration of recommending to the full Board the investment model to be implemented by Howell Financial Services regarding the LPL account.

The committee reviewed Growth, Growth with Income, and Income with Moderate Growth portfolio options as provided by John Howell of Howell Financial Services. It was determined that Micah Taylor would request that John Howell prepare a portfolio which reflects the following:

- 15% International (maximum)
- 20% Intermediate and Short term Bonds (5% of the 20% can be High Yield) (5% can be International)
- Balance % - Mid to Large Cap U.S. Stocks

Mr. Howell will also be requested to provide an estimate of the yield that could be expected from the proposed portfolio.

Consideration of the implications and logistics regarding the Board’s vote to request $20,000 of the LPL Cash ($7000 for PSP program and $13000 for additional scholarships.)

Executive Director, Brenda Stacy, was directed to send a letter requesting the $20,000 with the minutes approving the request to Howell Financial Services.

Consideration of the implications and logistics regarding the Board’s vote to have the NY Life Annuity dividends sent to the Foundation to support the scholarship program and the general operations of the Foundation.

The Investment Committee decided to recommend to the full Board at the January 28th Board Meeting to request the NY Life Annuity dividends be sent by check semi-annually (to support scholarships awarded in the Fall and Spring.)
Consideration of Investment Committee Goals.

The Committee discussed the need for increased scholarship support. Several options were considered. It was determined that a goal would be recommended of increasing scholarship awards by $40,000 to $80,000. Dr. Stacy was also asked to prepare a report for the January 28th meeting identifying the following:
1. Amount awarded in scholarships for the last two years.
2. The portion of scholarships awarded that is already supported by annual contributions (e.g. Noble Foundation makes annual contribution to support the Noble Ag scholarships.)
3. The total funds donated that are unrestricted and that support scholarships.

INVESTMENT COMMITTEE NEW BUSINESS

Brenda Stacy reported that due to an increased need to do business via electronic means, it had been suggested that the MSC Foundation acquire a bank debit card. After conferring with the bank and with the auditor the day of this meeting, she proposed implementing a Purchase Order system whereby two signatures would be required prior to making charges on the debit card. This system would maintain accountability integrity similar to the policy currently followed requiring two signatures on checks. Stan Marshall noted that there will be dollar amount limits that should be understood when acquiring and using a debit card. The Committee recommended that Dr. Stacy add this item to the January 28th full Board Agenda for approval.

Discussion also led to the suggestion of Dr. Stacy requesting a quote for D&O (Directors & Officers) insurance for the MSC Foundation Board and adding the consideration of such insurance as an agenda item at the next full Board Meeting.

NEW BUSINESS

Not Applicable.

NEXT MEETING

The Investment Committee will meet at 10:00am on January 28th before the regularly scheduled Quarterly Board Meeting at 12:30. John Howell will be invited to join the group at approximately 10:30am.

ADJOURNMENT

Investment Committee Meeting adjourned at 5:15pm.

Signatures Not Applicable since there was not a quorum for the Special Board Meeting.

SARAH ANN SHAW, Secretary ___________________________ NORMA HOWARD, Chair