



**FLORIDA SURPLUS ASSET FUND TRUST**  
**10151 University Blvd., #227, Orlando, Florida 32817**

**LOCATION:** City of Tamarac City Hall  
7525 NW 88<sup>th</sup> Avenue  
Tamarac, FL 33321

**DATE:** July 28, 2016

**TIME:** 4:00 p.m.

---

**MEMBERS IN ATTENDANCE:**

**BOARD OF TRUSTEES:** Mark Mason, CPA, Chairman  
Linda Senne, CPA, Vice Chairman  
Jerry Boop, CPA, Secretary  
Elaine Edmonds, CPA, Board member  
Bill Kleinsorge, CPA, Treasurer (By phone)

**OTHER ATTENDEES:** Julie Santamaria, SVP, RBC Capital Markets  
Jerry Gray, City of Maitland, FL SAFE Advisory Council  
Ming Meyer, City of Oakland Park  
Nate Nissen, PMA  
Fenil Patel, SVP, PMA  
Rene' O'Day, VP, Florida, PMA  
Brian Hextell, Portfolio Manager, PMA  
Jeff Larson, President, FMAS, FLSAFE Administrator  
Regan Larson, Associate, FMAS  
Nate Larson, Associate, FMAS  
Hank Gay, VP, Custodian, BMO Harris Bank (By phone)  
Mike Williams Esq., Akermen LLP, FLSAFE Counsel (By phone)  
Paula Cooper, SVP Operations, PMA (By Phone)  
Michael Schuenemann, Sr. Associate Compliance Analyst, PMA  
(By Phone)  
Larry Aubrecht, SVP, FMAS (By Phone)

## **A. BUSINESS ITEMS**

### **1. Call to Order/ Roll Call**

Mark Mason calls to order the meeting of board of directors for the Florida Surplus Asset Fund Trust for July 28<sup>th</sup>. Regan Larson calls roll. Physical Quorum and Quorum requirements are met.

### **2. Public Comments**

Mark asks if there are any public comments. No public comments made.

### **3. Approval Prior Board Meeting Minutes**

#### **(a) April 28, 2016**

Mark asks for the approval of prior FLSAFE Board Meeting Minutes for April 28, 2016. Jerry makes a motion to approve the minutes from the Board Meeting, Linda seconds. All those in favor, say I, motion carries, 5-0.

### **4. Participant and Guest Introductions**

Mark asks for the participant and guest introductions, both in attendance, and on the phone.

### **5. Investment Advisor/Operations Manager Update - PMA**

#### **(a) Economic, Market Update and LGIP Report**

At the suggestion of the Board Chairman, and approval by the Board, PMA was asked to skip its Economic Update due to the prior FL SAFE Economic and Investment presentations. The Market Update is presented by Brian Hextell. The Brexit impact on the Markets and Yield Curves was reviewed, with US Treasury rates going down and Corporate Spreads going up. The probability of a rate hike per market and Brian, by the Fed is 50% in December. During the LGIP comparative review, Jeff has a question about the portfolio of FL Class, confirmed that their research showed this LGIP containing a lot of commercial paper, and waiving a lot of their fees. Their gross yield is comparable to FL SAFE, with higher net yields due to the fee waivers.

Brian talks about the June Term Series and the effects of Brexit. And the limit on the Term Series. Jeff noted from the Brand PMA's ability to hold these rates once the Term Series was closed due to Brexit. The Board congratulates Brian and PMA for holding the rate throughout the Brexit market change.

#### **(b) Operations Managers Report**

Paula Cooper gives the Operations Manager Report. She gives a summary of requirements for the Fund. Financial statements unaudited. Jeff asks about the unamortized Reserve amount. It is at \$61,942.

#### **(c) Term Series Ratification**

Fenil asks for the Board to ratify the Term Series in June. Mark asks for a motion. Linda moves for approval. Jerry seconds. All those in favor, say I, motion passes, 5-0.

#### **(d) PMA Comments**

Fenil Patel, talks about the Term Series and mentions upcoming conferences that they will be attending, including Schools conference. He updates the Board on the new

business, Deltona's increase into the Fund, as well as Deerfield Beach and PRM joining the Fund.

## **2. Administrator Update – FMAS**

### **(a) Marketing Update**

Jeff talks about Conferences, Schools conference in November, FGFOA Central FL Chapter on August 12<sup>th</sup>, FGFOA Southwest FL on December 9<sup>th</sup>, the previous CLA seminars in Tampa and Ft Myers, and the FGFOA. Larry Aubrecht talks about Board's E&O Insurance and it will be at the same cost premiums as last year but less than what was budgeted. Jeff reviews the Board's upcoming open seats. The Board will have it's elections prior to January 1, 2017 for the two seats currently held by Mark Mason and Elaine Edmunds. FMAS will work on the distribution of voting material to all Participants for the election this Fall. FMAS presents a Participant Map of all Participant and Board members locations throughout the State.

### **(b) Recommendations**

## **3. FLSAFE Counsel Comments**

Mark asks if there are any comments. No comments are made.

## **4. Participant Comments**

Mark asks if there are any participant comments. No comments are made.

## **5. Board Comments**

Mark asks if there are any Board Member comments. Elaine thanks Mark for hosting the meeting and Investment Seminar. Linda Senne thanks FMAS & PMA for growing the fund and arranging the Investment and Markets Seminar. Jerry thanks PMA and Jeff for coming to the PRM Board meeting and for doing such a fine job of addressing their needs. Bill has no comments. Mark says he's glad the Investment Seminar and meeting went well and the efforts FMAS made in sending out the invitations as it was well attendend, and thanks everyone for coming. He also thanks Brian Hextell for his great work at the FGFOA PreConference Investments Seminar on Saturday and the simulation exercise.

## **C. SET NEXT MEETING DATE/ ADJOURNMENT**

Setting the future date for the next FLSAFE Board Meetings for October.

October is October 20, 2016 (location TBD).

Mark asks for a motion to adjourn. Linda moves to adjourn. Jerry seconds. All those in favor, say I, motion passes, 5-0.

Mark states meeting adjourned at 5:00 p.m.

Signature Page

APPROVED THIS 20<sup>th</sup> DAY OF October, 2016.

FLORIDA SURPLUS ASSET FUND TRUST



Linda Senne, CPA  
FL SAFE Vice Chair

ATTEST:



Jeffrey T. Larson  
FL SAFE Administrator