



RECORD OF PROCEEDINGS
Michigan Cooperative Liquid Assets Securities System
Board of Trustees
March 22, 2024

A Regular Meeting of the Board of Trustees ("Board") of the Michigan Cooperative Liquid Assets Securities System ("Michigan CLASS") was held at 9:00 a.m. on Friday, March 22, 2024 at the JW Marriott, Grand Rapids, MI

Board Members Present:

- Mr. Edward Bradford
- Ms. Karen Coffman
- Ms. Barbara Fandell (phone)
- Mr. Bruce Malinczak
- Ms. Catherine McClary
- Mr. Kevin Moran
- Ms. Julie Omer
- Mr. Eric Sabree
- Mr. Edward Sell
- Mr. Scott Taylor
- Ms. Teri Weingarden

Board Members Absent

- Mr. Joe Snyder

Staff Present:

- Mr. Jeff Anderson, Public Trust Advisors, LLC
- Ms. Kristin Angel, Public Trust Advisors, LLC
- Ms. Molly Wohl, Public Trust Advisors, LLC (phone)
- Mr. Taylor Budrow, Public Trust Advisors, LLC (phone)
- Mr. Cory Gebel, Public Trust Advisors, LLC (phone)
- Ms. Jen Gosselin, Public Trust Advisors, LLC
- Mr. Randy Palomba, Public Trust Advisors, LLC
- Mr. Matthew Starr, Public Trust Advisors, LLC

Others Present:

- Mr. Levi Boldt, City of Grand Rapids
- Mr. John Globensky, City of Grand Rapids



1. Roll Call of the Members

Chairman Sell called the meeting to order, which was duly posted, at 9:06 a.m. It was determined that a quorum was present.

Mr. Sell introduced Mr. Kevin Moran, who was appointed to serve on the Board of Trustees at the regularly scheduled meeting of the Board in December of 2023. He went on to introduce two guest Participants, Mr. John Globensky and Mr. Levi Boldt from the Treasurer's office of the City of Grand Rapids.

2. Approval of Agenda

Ms. Weingarden moved to approve the agenda as presented, Ms. Coffman seconded the motion, which passed unanimously.

3. Comments from the Public or Other Interested Parties

Mr. Globensky thanked the Board for welcoming he and Mr. Boldt to attend the meeting.

4. Credit Update

Mr. Budrow, Sr. Credit Analyst, joined the meeting telephonically to present the recent changes to the Michigan CLASS Approved Lists. Mr. Budrow noted that since the most recent print of the approved lists, the credit team had also approved Barclays CCP. Mr. Sell noted that the Board could vote to approve the approved list to include Barclays in the consent agenda.

5. Consent Agenda

Mr. Sell requested a motion to approve consent agenda items A) Michigan CLASS Board Meeting Minutes dated December 14, 2023, B) Public Trust Invoices, D) Michigan CLASS Portfolio Composition as of February 29, 2024, and E) Acknowledgement of Custody Statement receipt.

Ms. Weingarden moved to approve consent agenda items A, B, D and E as presented, Mr. Sabree seconded the motion, which was unanimously approved by the Board.

Mr. Sell then asked the Board for a motion to approve consent item C) Michigan CLASS Approved Lists, subject to the addition of Barclays CCP as an approved issuer as detailed by Mr. Budrow during his credit update. Mr. Taylor provided a motion to approve consent agenda item C as amended, Ms. Coffman seconded the motion, and it was passed unanimously.

The consent agenda included: the regular minutes of the Board Meeting dated December 14, 2023, approved lists, Public Trust invoices, approval of portfolio composition, and an acknowledgement of custody statement receipt.

6. Staff Reports – Fund Management

Mr. Gebel, Sr. Portfolio Manager, joined the meeting by phone to provide the Board with an economic update. The federal open Market Committee (FOMC) appears to be considering rate cuts later this year after the most aggressive monetary policy



tightening cycle in decades. The Fed Funds rate has likely peaked for this cycle, and inflation has cooled significantly, leading most market Participants to infer that rate cuts are a foregone conclusion and may happen as soon as July.

For now, Michigan CLASS Participants continue to benefit from the current target rate of 5.25-5.50%, and while declining interest rates may be on the horizon, they aren't imminent.

Mr. Gebel reviewed the current portfolio holdings and strategies for Michigan CLASS and Michigan CLASS EDGE. As always, the safety of the public's funds will always be the primary objective. The Portfolios are well-diversified, have significant liquidity, and are invested in accordance with state law and the Michigan CLASS Investment Policies.

7. Board of Trustee Action Items

A. Other Items

None.

8. General Board of Trustee Items

A. Review of 2024 Board of Trustees Annual Calendar

Mr. Starr reviewed the annual calendar with the Board. The calendar provides an outline of quarterly Board monitoring responsibilities.

B. Review of Signature Authority

The Board re-confirmed that the Chairperson, Vice-Chairperson, and Treasurer shall remain the authorized signatories on behalf of the Board of Trustees.

Mr. Bradford moved to approve Mr. Sell, Ms. Coffman, and Mr. Snyder as the authorized signatories for the Michigan CLASS Board of Trustees. Ms. Omer seconded, and the motion was approved unanimously.

C. Review of Michigan CLASS Board of Trustee By-Laws

The Board conducted its annual review of the Michigan CLASS By-Laws, which were most recently amended on June 17th, 2022. At this time, no recommended revisions were made to the By-Laws.

D. Review of Governance Policy – Direct

The Board conducted the annual review of its Direct Policy. There were no recommended changes to the policy at this time.

9. Board Monitoring Responsibilities

A. Financial Conditions and Activities

The Board of Trustees reviewed the Final 2023 Board Budget and the proposed 2024 Budget.



Upon a motion made by Ms. Omer, seconded by Ms. McClary, the Board of Trustees unanimously approved the final 2023 Board Budget and the proposed 2024 Budget.

B. Communication and Support

Public Trust gave a detailed listing of the various communications and supporting documentation provided annually to support the Board's comprehensive understanding of the program.

Mr. Starr discussed the ongoing SOC I Type II audit report, which is conducted annually by a third-party audit firm. The audit reviews Public Trust's operational and technological controls, policies, and procedures. It was determined that Public Trust staff would provide an overview of the audit at the next regularly scheduled meeting in June.

C. Key Individuals Review

Staff provided an updated contact listing for the Public Trust management team, which is dedicated to Michigan CLASS's ongoing success.

10. Discussion/Information Items

A. New Product Discussion

Mr. Starr discussed Public Trust's recent internal project committee reviewing opportunities to incorporate additional investment products that may be beneficial to Michigan CLASS Participants in the future.

B. Security Enhancements

Ms. Gosselin reviewed several security updates to the Michigan CLASS online transactional portal.

C. Board Insurance

Staff provided the Board with the insurance certificate containing the Board's Directors and Officers (D&O) Policy, as required by the Michigan CLASS-Public Trust Agreement.

D. June Public Investment Seminar

Mr. Starr and Ms. Angel reviewed the plans and a draft agenda for the Public Trust/Michigan CLASS June Investment Seminar.

E. Participant Survey Results

Staff provided the results from the annual Participant survey, which was distributed in January.

F. June 2024 Board Meeting

The next regularly scheduled meeting of the Board is scheduled to be held in Manistee on Friday, June 21, 2024.

G. 2024 Board Meeting Calendar

Ms. Gosselin shared the final 2024 meeting schedule with the Board of Trustees.

**H. Other Items**

None

11. Board Committee Updates

- Board Vacancy Update

Ms. Coffman reported on behalf of the Michigan CLASS Nominations Committee. With respect to the vacant position on the Board of Trustees created by the retirement of Ms. Corbett, the Committee reviewed potential school candidates. Following the committee's evaluation process, the committee identified Ms. Amy McCann, Director of Finance & Administrative Services at Olivet Community Schools.

Upon hearing the Committee's recommendation, Ms. McClary provided a motion to approve the appointment of Ms. McCann to serve on the Michigan CLASS Board of Trustees effective immediately, Ms. Omer supported the motion, and it was unanimously approved.

Mr. Starr noted that staff would communicate with Ms. McCann and provide for a Board orientation prior to the next regularly scheduled meeting in June.

12. Board Advocacy Updates

None

13. General Business**A. Chairman Report**

No further report.

B. Treasurer's Report

No further report.

C. Individual Trustee

No reports.

D. Legal Counsel Comments

No report.

14. Staff Reports – General Administration**A. Marketing Report**

Ms. Angel and Mr. Anderson provided the Board with recent sales and marketing efforts, including a detailed listing of upcoming conferences and events.

B. Marketing Initiatives

Staff provided copies of the most recently distributed marketing collateral.



C. Tasks and Projects

Staff provided a list of Michigan CLASS related projects.

D. Public Trust Updates

Mr. Starr provided the Board with several recent staffing updates at Public Trust, he also announced that the office renovations at the firm's Denver headquarters had been completed.

E. Other Items

None

15. Executive Session

None.

16. Adjournment

Upon a motion by Ms. Weingarden and a second by Ms. Coffman the meeting was officially adjourned at 11:06 a.m.

These are the official Minutes of the Michigan CLASS Board of Trustees meeting Friday, March 22, 2024.

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Edward Bradford
Signed: _____
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Date: June 21, 2024

Ed Bradford, Secretary

Minutes taken by: Matthew Starr
Minutes prepared by: Matthew Starr