

MASSACHUSETTS BAY COMMUNITY COLLEGE BOARD OF TRUSTEES

Minutes of the April 15, 2021, Investment Committee meeting –
Webex Meeting – Facebook Livestream at massbay.edu

Committee members participating: Matt Kahn, Chair; Tom Peisch, Dune Thorne, Lili Silva.

Staff members participating: Marcus Edward, Assistant Vice President for Finance & Administration; Steve Baccari, Controller; Lauren Curley, Director of Business Operations; Liz Cooper, Assistant Director for Institutional Advancement, Marketing, and Communications; Deborah Georgopoulos, Executive Assistant for Finance & Administration.

Call to Order and Approval of Prior Meeting Minutes –Committee Chair Matt Kahn called the meeting to order at 10:07a.m.

Following introductions, Chair Kahn reviewed the goals of the committee. Topics for discussion regarding investments included: prohibitions, goals, management, request for proposals, and timeline. List of reference documents below.

Investment Prohibitions

A discussion regarding placing prohibitions in the investment policy concurred that this is an important dialog that should include the full Board of Trustees. It was acknowledged that the Committee has a fiduciary responsibility, and when you exclude, you risk returns. An Environmental, social and governance (ESG) integration approach should be considered, as well as Diversity, Equity, Inclusion, and Justice (DEIJ). It was suggested that an anonymous survey of Board Members could provide helpful data. A question also arose regarding state oversight and whether there were limitations on our authority. Matt Kahn will consult with counsel regarding these topics.

Investment Goals

In order to develop the process, a goal must be determined, and a clear sense of the distribution of funds defined. This will help clarify the RFP and responders will be able to offer their recommendations to meet our goals. The Finance Team will provide a 3-5 year projection on cash needs and expected costs. A certain distribution amount that will support the annual budget or for other purposes should be included. It was noted that development of a quasi-endowment would allow fewer restrictions on the use of the principle. The Committee must determine how much of the \$24M (as of March 31, 2021) will be invested.

Investment Management

A discussion regarding management of the investments followed. The Committee concluded it would be in the College's best interest to retain an advisor to assist in refining the investment policy. The Board of Trustees will be asked to provide recommendations, and Dune Thorne will provide a short list for consideration. It was suggested Tom Peisch consult with the Chair of Bristol Community College regarding their successful endeavor. Matt Kahn will consult with members of the MassBay Foundation.

Investment RFP

It was noted that College previously went through the process, first in 2016 for the MassBay Foundation when Vanguard was chosen; and again in 2019 when uncertainty regarding the new building resulted in halting the process. As a result, the policy developed by F.L. Putnam and the RFP for an investment advisor can be fine-tuned and benchmarks can be set. Vanguard has reached the 5-year mark and although not required to go through the RFP process, it was suggested that an RFP could be developed for the College, the Foundation and/or both.

Adjournment

MOTION: Trustee Kahn moved to adjourn the meeting,
seconded by Trustee Thorne

Chair Kahn adjourned the meeting at 10:56 a.m.



Matt Kahn
Committee Chair
Board of Trustees



Date

Reference Documents Provided to the Committee

19-01 College Investment Advisor RFP

19-01 Draft Investment Policy

19-01 Bidder Intention & Submission

19-01 Q&A

19-01 Investment Policy vendor selection

19-01 BudReview

16-03F - Investment Management RFP

16-03 Foundation_Statement of Investment Policy- REV061715

16-03 Vendors & Submissions

16-03 Questions_Responses

16-03 AwardSupport