

BERKS COUNTY EMPLOYEE'S RETIREMENT FUND MINUTES  
DECEMBER 15, 2011

Co-Chairman Christian Leinbach called the meeting to order at 10:01a.m. Attending were Ronald Rutkowski for Sandy Graffius, Secretary; Nelson Long, Treasurer and members Co-Chairman Mark Scott and Kevin Barnhardt. The following County staff attended: Alan Miller, Solicitor and Suzanne Baer, Pension Coordinator. Coreen Thomas, representative of UFCW also attended.

The minutes of the November 17, 2011 meeting were approved as presented.

The Board received the following communications:

Correspondence:

SEI Institutional Investments Trust Prospectus September 30, 2011

Notice of Deficient Proof of Claim Submission due to Outside Class Period

Check received in the amount of \$14.12 for Surebeam Class Action Proceeds

Check received in the amount of \$1,240.86 for BearingPoint Class Action Proceeds

Bank statements

November, 2011 statement from SEI Trust Company account 15963-C

November, 2011 statement from National Penn Bank for checking account 216784425

Solicitations:

General:

Alliant Insurance Services, Inc., Newport Beach, CA

Conferences: None

Old Business: None

New Business:

Mr. Scott moved, seconded by Mr. Long to approve the Meeting and Agenda Schedule for 2012. Motion carried.

Board reviewed letter received from Hay Group regarding the funding requirements for Cost Of Living Adjustment (COLA). No action taken.

Mr. Scott moved, seconded by Mr. Long, to keep the rate of interest on member accounts at 4.5% for calendar year 2012. Motion carried.

Mr. Scott moved, seconded by Mr. Long, to authorize purchase of the employee benefits Statements for 2011 and 2012 at a cost not to exceed \$1.75 each. Motion carried.

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The Board authorized the disbursements on motion by Mr. Scott and second by Mr. Nelson. Motion carried.

Annuities and refunds for December, 2011

Annuities	\$ 862,999.59
Refund	<u>\$ 132,039.90</u>
Total	\$ 995,039.49

Meeting adjourned at 10:10 a.m.