

DRAFT

NORTH CAROLINA ABLE PROGRAM BOARD OF TRUSTEES

MINUTES OF MEETING

November 29, 2017

Time and Location: The North Carolina ABLE Board of Trustees (the Board) met at 9:30 a.m. on Wednesday, November 29, 2017, in the Dogwood Conference Room, 3200 Atlantic Avenue, Raleigh, North Carolina. The meeting was held via WebEx.

Members Present: The following members were present: Treasurer Dale R. Folwell, CPA (Chair). Melinda Plue, Ben Wright, John Lyon attended via WebEx.

Members Absent: Ray Grace and Dale Armstrong.

Staff Present: The following Department of State Treasurer (DST) staff were present: Steve Toole, Mary Buonfiglio, Loren de Mey, Catherine Jarboe, Maja Moseley, Reid Chisholm, Rekha Krishnan, Joan Fontes, Patti Hall, Karah Manning, Brian Jackson.

Guests Present: Christopher Catanese and Paul Souppa from Ascensus attended via WebEx.

AGENDA ITEM – WELCOME AND INTRODUCTIONS

The meeting was called to order at 9:32 a.m.

The Chair welcomed Board members, staff and guests. The Chair noted that the meeting is held via WebEx application. He also asked members of the public to submit their comments at the end of the meeting.

AGENDA ITEM – ETHICS AWARENESS AND IDENTIFICATION OF CONFLICTS OR POTENTIAL CONFLICT S OF INTEREST

The Chair asked Board members to review the agenda for the meeting and identify any actual, implied or potential conflicts of interest. No conflicts were identified.

AGENDA ITEM – APPROVAL OF MINUTES

The Chair asked for a motion to approve the minutes of the August 23, 2017, Board meeting. Ms. Plue so moved and Mr. Wright seconded. The motion passed unanimously.

AGENDA ITEM – DELEGATION OF SIGNATORY AUTHORITY

The Chair recognized Mr. Chisholm, who presented an update to the current Delegation of Signatory Authority, noting the addition of the ABLE Program Trust as delegating entity, as well as revisions that make the Delegation specific to a role rather than an individual..

The Chair entertained a motion to approve the amended Delegation and Mr. Wright so moved. Ms. Plue seconded and the motion passed unanimously.

AGENDA ITEM – ADMINISTRATIVE UPDATE

The Chair recognized Mr. Catanese and Mr. Souppa. Mr. Catanese noted a steady growth in the Program’s assets and provided a detailed overview of accounts. Mr. Souppa described the overall portfolio performance.

Mr. Wright remarked that active beta investing may be worthwhile, although more expensive, and inquired about the possibility of adding this option to the existing investment line-up. Mr. Catanese replied that Ascensus evaluates potential new investment offerings on a quarterly basis and can bring the findings to the Alliance members’ attention for further consideration.

AGENDA ITEM – FINANCIAL REPORT

The Chair recognized Ms. Buonfiglio. Ms. Buonfiglio stated that the financial statements of the National ABLE Alliance and the NC ABLE Program have been completed for the fiscal year ending June 30, 2017, and received a “clean opinion” from auditing firm, Thomas & Thomas, LLP. She directed the Board’s attention to the memorandum and the financial statements included in the meeting materials for detailed review.

AGENDA ITEM – INVESTMENT REVIEW

Ms. Buonfiglio continued on to the investment review, which Alliance members receive from Ascensus on a quarterly basis. She noted that the Third Quarter Report included in the meeting materials is intended to give the Board an overview of Ascensus advisors, the investment philosophy and portfolio composition.

AGENDA ITEM - COMMUNICATION AND OUTREACH UPDATE

The Chair recognized Ms. Jarboe, who highlighted the communication and outreach efforts of the past three months. She summarized the Program’s Communications Strategy, highlighting primary audiences and the key messages. Ms. Jarboe reported that several workshops are planned in the spring, the Program will celebrate its one-year anniversary in January, and that social media outreach continues.

AGENDA ITEM - BUDGET UPDATE

Ms. Buonfiglio provided a budget update, including the transfer payment from the Program to the Supplemental Retirement Plans (SRP) to cover the cost for services provided to the Program

by the Supplemental Retirement Plan personnel. The transfer of approximately \$55,069 is awaiting approval from Office of State Budget and Management. Ms. Buonfiglio noted that no action is required from the Board regarding the updated budget.

AGENDA ITEM – BOARD QUESTIONS/COMMENTS

Mr. Toole thanked the Board members for all their support and effort.

AGENDA ITEM – PUBLIC COMMENTS

No public comments were offered.

Mr. Wright made a motion to adjourn the meeting and the Chair seconded. The meeting adjourned at 10:35 a.m.

Secretary