

## **MEETING NOTES**

**To:** Kalamazoo Valley Community College Optional Retirement Plan Committee

**Date:** September 30, 2020

**Re:** Meeting Notes

**Attendees:** Brian Lueth, Aaron Hilliard, Philipp Jonas, Susan Matlis, Paul Rogers (TIAA), Jeremy Tollas (CAPTRUST), Justin Cohen (CAPTRUST)

**Absent:** David Brock, Brian Fors (TIAA)

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### **CAPTRSUT Investment Review – Presented by Jeremy Tollas and Justin Cohen**

#### **PMFA Practice Update**

Jeremy discussed the recent acquisition of the PMFA Institutional team by CAPTRUST and the exciting opportunity it presents. Having previously spoken with KVCC and passing along additional information, the Committee did not have any questions at this time.

Additionally, CAPTRUST gave an overview of their higher education investment advisory practice and provided a representative list of clients which are similar to KVCC. CAPTRUST continues to be a leader in the investment advisory of 403(b) higher education and institutions and has a depth of resources available to KVCC which will be touched upon in future meetings.

#### **Market Update and Capital Market Commentary**

CAPTRUST provided a capital market and economic overview, highlighting performance of major asset classes and indices year-to-date. Please see the meeting material for market commentary topics.

#### **Investment Report Review**

CAPTRUST reviewed the quarterly investment report with the Committee in detail. The report includes performance data on all the various investment options offered in the Plan.

CAPTRUST reviewed the performance of several individual funds included in the report.

#### **Share Class Comparison**

CAPTRUST provided general information about the importance of reviewing fees. The Plan currently attempts to use the least expensive share class (per the fund's prospectus) available for investments in the plan.

CAPTRUST does not recommend any changes at this time.

### **TIAA Plan Review – Presented by Paul Rogers**

TIAA reviewed key demographic statistics of the multiple KVCC plans.

Key statistics:

- 320 participants with a balance
- 123% average participant income replacement ratio up 11.1% YoY
- \$3,725,564 in contributions, 44.8% of that being employer driven
- 78 participants received advice from a TIAA representative

Further details can be found in the CAPTRUST and TIAA meeting materials provided.

Based on the fairly low traction for participants transitioning from the individual contracts to group contracts, somewhat due to the timing of the rollout with COVID, TIAA is going to do a “grand reopening” campaign with e-mails summarizing the benefits of transitioning, as well as blocks of time for one-on-one meetings in order to assist and support contract transitions. This will be done in the coming months, and Paul will work with Susan and Aaron on the specific details.

TIAA Reviewed the newer features of the TIAA RetirePlus Series. CAPTRUST and TIAA will revisit in a year to see if Committee wants to implement, costs associated with this, etc.

TIAA informed the Committee of a Morningstar glitch within the TIAA platform for participant advice. E-mail documentation on this will be going out the week of October 5. TIAA will make all participants whole that were allocated inappropriately due to the glitch (only effected 1 KVCC participant).

TIAA discussed HAS/HealthEquity capabilities at TIAA.

**Action Items**

Paul will coordinate grand reopening of RC contract as noted under the TIAA review

Paul following up on if auto enrollment is an option for 457 plans (and KVCC’s specifically)