

BERKS COUNTY EMPLOYEE'S RETIREMENT FUND MINUTES
NOVEMBER 17, 2011

Co-Chairman Christian Leinbach called the meeting to order at 10:02 a.m. Attending were Sandy Graffius, Secretary 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 October 19, 2011 meeting were approved as presented.

The Board received the following communications:

Correspondence:

SEI Institutional Investments Trust Prospectus September 30, 2011

Bank statements

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

October, 2011 statement from National Penn Bank for
checking
Account 216784425

Solicitations:

General:

Chase Investment Counsel, Charlottesville, VA.

Conferences: None

Old Business:

The Board agreed to review Hay Group's current contract and requested Ms. Graffius obtain a proposal from Hay Group and distribute it to the Board for their review before the next Board meeting.

New Business:

Mr. Scott moved, second by Ms. Graffius to approve employee buy back request as listed. Motion carried.

Christopher M. Beekley, purchasing 3 yrs. of military service at
\$7,531.93.

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

Annuities and refunds for November, 2011

Annuities	\$ 858,003.89
Refund	<u>\$ 152,127.28</u>
Total	\$1,010,131.17

Meeting adjourned at 10:09 a.m.