

BERKS COUNTY EMPLOYEE'S RETIREMENT FUND MINUTES  
NOVEMBER 15, 2012

Chairman Christian Leinbach called the meeting to order at 9:30 a.m. Attending were Sandy Graffius, Secretary; and member Kevin Barnhardt. The following County staff attended: Alan Miller, Solicitor, Suzanne Baer, Pension Coordinator, Grazyna Nykiel, Senior Government Account.

The minutes of the October 17, 2012 meeting were approved as presented.

The Board received the following communications:

Correspondence:

SEI Institutional Investments Trust Prospectus as of September 30, 2012  
PA County Pension Fund Database 2012 prepared by Peirce Park Group  
for Berks County

SEI quarterly management fee invoice – Total Fee Due \$314,372.13 (no  
payment necessary)

Check in the amount of \$47.01 for CAPS RSCH ACCT

Bank statements

October, 2012 statement from SEI Trust Company  
Account 15963-C

October, 2012 statement from National Penn Bank for checking  
Account 216784425

Solicitations:

General: None

Conferences: None

Old Business:

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

Melodie A. Breidenstein buying back LOA time 1 month, 1 day for  
\$204.42.

Deborah Ann Butryn purchasing 6 months military service time for \$  
3,775.54.

Mr. Barnhardt moved, second by Mr. Scott to approve a former employee's disability pension retroactive to 2010.

New Business:

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

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Annuities and refunds for November, 2012

|           |                      |
|-----------|----------------------|
| Annuities | \$ 968,260.26        |
| Refund    | <u>\$ 256,791.67</u> |
| Total     | \$1,225,051.93       |

Meeting adjourned at 9:40 a.m.