



BUTTE COUNTY INVESTMENT POOL OVERSIGHT COMMITTEE

25 County Center Dr., Ste 125
Oroville, CA 95965
Phone: (530) 538-7443
Fax: (530) 538-7648

Maureen Kirk, 3rd District Supervisor, Butte County Board of Supervisors Representative, Chair
Lisa Anderson, BCOE Director of Fiscal Services, Superintendent of Schools Representative, Vice Chair
David A. Houser, Butte County Auditor-Controller
Mark Milburn, Paradise Recreation and Park District, District Accountant – Special Districts Representative
Susan Watts, OUHSD Assistant Superintendent of Business, School Districts Representative

MINUTES – April 12, 2016

Attending Members: Maureen Kirk, Chair
Lisa Anderson, Vice Chair
Dave Houser
Mark Milburn
Susan Watts

Advisory Members: Peggy Moak, Treasurer-Tax Collector
Lisa Lam, Assistant Treasurer-Tax Collector, Acting Secretary

Consent Agenda

- 3.01 The Committee reviewed and approved the minutes from the October 13, 2015 Treasury Oversight Committee Meeting.
Action: Approve Consent Agenda
M – Watts S – Milburn & Houser Motion carried 5-0
- 3.02 Receipt and review of Investment Reports for September 2015 – February 2016 were acknowledged.
Action: Accept for Information
M – Watts S – Milburn & Houser Motion carried (as part of motion to accept Consent Agenda)

Regular Agenda

- 4.01 Election of Officers: Chair: Kirk Nomination – Houser S – Anderson, Elected 5-0
Vice-Chair: Anderson Nomination – Watts S – Kirk, Elected 5-0
- 4.02 Welcome of new Committee Members: Lisa Anderson, BCOE Director of Fiscal Services - Superintendent of Schools Representative, Mark Milburn, District Accountant for Paradise Recreation and Park District – Special Districts Representative and Susan Watts, OUHSD Assistant Superintendent of Business - School Districts Representative.
- 4.03 Review of Compliance Audit for Fiscal Year ending June 30, 2015. Copies were provided and the report was discussed. No exceptions were noted. All in compliance.
- 4.04 Discussion of annual Certification of Compliance and Form 700 filings to ensure no conflict of interest for Committee Members. All forms have been properly filed. Lisa Lam will email Committee Members instructions for filing an **Assuming Office Statement** for the new Investment Pool Oversight Committee.
- 4.05 Review of proposed Investment Pool Oversight Committee By-laws. Adoption and Certification signed by Chair.
M – Houser S – Anderson Approved 5-0
- 4.06 The proposed Investment Policy for FY 2016-17 was reviewed and discussed. The Policy was accepted by the Committee and authorized for submission to the Board of Supervisors for approval.
M – Houser S – Anderson Approved 5-0
- 5.00 Treasurer's Update – Peggy Moak provided a handout of information showing the California County Investment Pools 5-Year Average Portfolio Yield. Butte came in at #5. She also discussed changes to the State Controller's Property Tax Postponement Program and requirements to offset Treasury fees.
- 5.01 There being no New Business or Public Comment, the meeting was adjourned at 8:50 AM. The next meeting is scheduled for October 11, 2016 in the Auditor-Treasurer Conference Room

