

**SPECIAL MEETING – MINUTES**

**VEBA Committee**

**January 14, 2016/11:00 am – 12:00 pm/Scholes Hall, Roberts Room**

**PRESENT:** Dorothy Anderson, Hans Barsun, Nicole Dopson, David Harris, Gene Henley, Sul Kassicieh, Liz Metzger and Alisha Lujan (minute taker)

**ABSENT:** Denece Kesler, Anne Murray, and Frances Wilkinson

**GUESTS:** Elaine Phelps, Michael Duran, Keith Mellor, and Michael Anderson

	AGENDA ITEM	LEADER	Time	Minutes
1.	<p><b>a. Approval of January 14, 2016 VEBA Committee Agenda</b></p> <p><b>b. Approval of December 4, 2015 VEBA Committee Minutes</b></p>	Sul Kassicieh, Chairperson	5 minutes	<p>CALL TO ORDER, CONFIRMATION OF A QUORUM AND APPROVAL OF THE AGENDA. Chairperson Suleiman Kassicieh called the meeting to order at 11:02 AM. A quorum was confirmed. <b>The motion to approve the agenda passed by unanimous vote with a quorum of VEBA Committee members present and voting. (1<sup>st</sup> D. Anderson; 2nd Henley)</b></p> <p>Chairperson Kassicieh asked for a motion to approve the minutes of the December 4, 2015 VEBA Committee Special meeting. <b>The motion to approve the minutes of the December 4, 2015 VEBA Committee Special meeting passed by unanimous vote. (1<sup>st</sup> Metzger; 2nd Henley).</b></p>
2.	<b>Approval of revised DRAFT Investment Guidelines</b>	VEBA Committee	45 minutes	<p>Chairperson Kassicieh asked for a motion to discuss the revised investment guidelines at 11:04 am. <b>(1<sup>st</sup> Henley; 2nd D. Anderson).</b> Legal Counsel, Michael Anderson informed the Committee that all requested changes from the December 4, 2015 VEBA Committee Special Meeting were incorporated into the investment guideline document and the Committee confirmed. Executive Assistant to the Secretary of the VEBA Committee, Alisha Lujan reported that the Bank of Albuquerque representatives (Trustee), Jerry Sais and Sean Walker received and were in agreement with the revised changes to the guidelines. <b>Action Item: Lujan will upload the final guidelines onto the VEBA Committee SharePoint site for committee members to reference.</b></p>

				<p>Liz Metzger asked for a motion to accept and approve the revised Investment guidelines at 11:12 am. <b>The motion to accept and approve the revised investment guidelines passed by unanimous vote with a quorum of VEBA Committee members present and voting.</b></p> <p>Meeting adjourned at 11:13 am.</p>
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