

## NORTH CAROLINA ABLE PROGRAM BOARD OF TRUSTEES

### MINUTES OF MEETING

August 23, 2017

**Time and Location:** The North Carolina Supplemental Retirement Board of Trustees (the Board) met at 1:00 p.m. on Wednesday, August 23, 2017, in the Dogwood Conference Room, 3200 Atlantic Avenue, Raleigh, North Carolina.

**Members Present:** The following members were present: Treasurer Dale R. Folwell, CPA (Chair) attended via phone in “listen only” mode. Ben Wright, Dale Armstrong and Ray Grace attended via webex (without video) phone. John Lyon attended via webex with video.

**Members Absent:** Melinda Plue.

**Staff Present:** The following Department of State Treasurer (DST) staff were present: Steve Toole, Mary Buonfiglio, Loren de Mey, Cathy Jarboe, Maja Moseley, Reid Chisholm, Rekha Krishnan, Fran Lawrence, Patti Hall, Brian Jackson.

**Guests Present:** Christopher Catanese and Paul Souppa from Ascensus attended via phone.

#### **AGENDA ITEM – WELCOME AND INTRODUCTIONS**

The meeting was called to order at 1:07 p.m.

Mr. Toole served as Acting Chair. He welcomed Board members, staff and guests. He asked members of the public to submit the comments at the end of the meeting. He also noted that Governor Cooper proclaimed August the “#ABLEtoSave” month as part of a national effort to increase awareness of ABLE. The signed proclamation was shared with the Board members.

#### **AGENDA ITEM – ETHICS AWARENESS AND IDENTIFICATION OF CONFLICTS OR POTENTIAL CONFLICTS OF INTEREST**

The Chair asked Board members to review the agenda for the meeting and identify any actual, implied or potential conflicts of interest. No conflicts were identified.

#### **AGENDA ITEM – APPROVAL OF MINUTES**

The Chair asked for a motion to approve the minutes of May 24, 2017, Board meeting. Mr. Lyon so moved and Mr. Grace seconded. The motion passed unanimously.

#### **AGENDA ITEM – ADMINISTRATIVE UPDATES**

The Chair recognized Mr. Catanese who provided the details of the Program's administration during the quarter. He noted the steady growth of assets and number of accounts. Mr. Wright shared his positive customer experience regarding the management of accounts for his two children.

Mr. Catanese introduced Paul Souppa, Ascensus analyst, who presented an overview of the Program's investments and the methodology of custom benchmark creation. Paul noted that the performances of all portfolios are tracking as expected.

Board members asked to be provided some additional data points: types of accounts by disability for all National ABLE Alliance members, percentage of account withdrawals by way of debit card for the NC ABLE Program, breakdown of 18 accounts listed as "out of state", as well as additional details regarding 13 accounts closed in June. Subsequent to the meeting this information was distributed to the board.

### **COMMUNICATION AND OUTREACH UPDATES**

The Chair recognized Ms. Jarboe who noted that the Program's phase I of soft launch has been completed and the Program has now moved into phase II, communication and outreach. The goal of phase II is education through engagement and strengthening of enrollment message. Ms. Jarboe also described the key communication messages, the Program's digital outreach kit and the materials it contains. She also shared a list of key collaborators, reviewed the outreach activities since May, and presented an overview of upcoming communications priorities. Mr. Grace suggested reaching out to the North Carolina Bankers Association for assistance and Mr. Wright emphasized the importance of utilizing social media to further spread the message. Ms. Jarboe also shared an example of educational and outreach digital materials, including the NC ABLE Overview video, and television public service announcement which received compliments from the Board members.

### **BUDEGT UPDATE**

The Chair recognized Ms. Buonfiglio who presented the budget highlights. She noted that an amount of approximately \$43,000 was approved to carry forward and those funds are restricted and intended for specific categories, such as marketing and production costs. She also provided the budget forecast for the current fiscal year and the desire to convert salary dollars to operations dollars in the upcoming short session.

### **AGENDA ITEM – BOARD QUESTIONS/COMMENTS**

Ms. Buonfiglio spoke on behalf of prospective Program member, Mr. David Long, who wanted to voice his concern regarding the Program's quarterly \$15.00 fee to the Board. Ms. Buonfiglio noted the correlation between the Program's start-up status and fee amount and Mr. Long was provided with ABLE National Center resources to review and compare other fees. Board

members acknowledged the concern and emphasized the importance of fee monitoring.

Ms. Buonfiglio also reminded the members that they may be receiving an email from the Office of State Controller regarding W-2 forms.

Mr. Toole reminder the audience of the upcoming Board meeting dates. Future meetings will also be conducted via online webinar/telephone conference.

**AGENDA ITEM – PUBLIC COMMENTS**

No public comments were offered.

The meeting adjourned by acclamation at 2:17 p.m.

  
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Secretary