

HARBOR BRANCH OCEANOGRAPHIC INSTITUTE

FOUNDATION

Finance Committee Meeting Held at the Harbor Branch Oceanographic Institute Foundation, Inc. August 1, 2016

COMMITTEE MEMBERS PRESENT: Mike O'Reilly*; John Papa*; Marjorie Raines*, Chair; Sherry Plymale*; Mike Toner*;

OTHERS PRESENT: Michael Minton*, Board Chair; Ed Michelson*, The Atlanta Consulting Group; Katha Kissman, President & CEO; Debbie Dutton, Director of Operations

*participated virtually

Call to Order

The meeting was called to order at 4:03 pm by Chair Raines.

Approval of Minutes -- July 22, 2016 -- Marjorie Raines

The motion to approve the minutes of the July 22, 2016 meeting were approved unanimously.

Proposal of Options for increasing the Fixed Income Asset Allocation

Per the Committee's request, Ed Michaelson provided in advanced of the meeting a proposal of options to increase the weight and duration of the Fixed Income section of the investment portfolio.

After an in depth discussion of an asset allocation strategy for the Fixed Income portfolio, a motion to move a motion to move one half of the monies in the PIMCO Short Term Fund into the Vanguard Total Bond Market Fund passed unanimously.

It was suggested for the next meeting, the Committee discuss an approach and understanding to credit risk in the Fixed Income portfolio, as well as, the willingness to invest in high yield securities as an equity alternative.

Investments Discussion Re: Cash and Liquidity Management

The Committee discussed the value and basis for significant portfolio holdings in actual cash versus using another method to achieve liquidity yet with some earnings.

The motion to view Short Term PIMCO account as the Foundation's vehicle for short term liquidity passed unanimously.

Other Business

Chair Raines recommended canceling the scheduled September 9, 2016 Finance Committee meeting in light of the recent work of the Finance Committee and with no pending business on the horizon. It was agreed to call a meeting if needed; the next regularly scheduled meeting is Friday, November 4 at 8:30 am.

Adjournment

There being no further business, the meeting was adjourned at 4:35 pm.