

COMMISSIONERS OF THE LAND OFFICE

Regular Investment Meeting Minutes

Wednesday, December 12, 2018, at 1:00 p.m.
Large Conference Room
Commissioners of the Land Office – Ninth Floor
Oklahoma City, Oklahoma

Notice was posted online with the Secretary of State on December 15, 2017. Public notice was also posted on the Commissioners of the Land Office website and at the Commissioners of the Land Office on Monday, October 8, 2018, at 1:00 p.m.

PRESENT:

Mathangi Shankar, Investment Committee Member
Steve Tinsley, Investment Committee Member

CLO STAFF PRESENT:

Harry Birdwell, Secretary
Keith Kuhlman, Assistant Secretary
Karen Johnson, Chief Financial Officer
Bennett Abbott, General Counsel
Deborah Jacobson, Asst. General Counsel
Edward Romero, Financial Manager/Comptroller
Emma Thomas, Financial Manager
Katy Payne, Executive Assistant & HR Director
Mike Lyons, Assistant Director of Financial Services

VISITORS:

Mark Higgins, RVK
Sandra Rochelle, BOK

Karen Johnson called the meeting to order at 1:09 p.m., confirmed proper posting of the meeting notice, ensured the presence of a quorum, and called the roll.

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| Shankar: | Present |
| Tinsley: | Present |
| Williams: | Absent |

1. Request Approval of Minutes for Regular Meeting held October 10, 2018

- a. *Presented by Karen Johnson, CFO*
- b. *Discussion*
- c. *Action in which the Committee may approve or disapprove the matter and/or direct staff to take further action*

This agenda item was presented by Karen Johnson, CFO. A MOTION was made

by Committee Member Tinsley and seconded by Committee Member Shankar to approve the minutes of the August 8, 2018 meeting.

Tinsley Aye
Shankar Aye Motion Carried

2. Presentation by Silvercrest Asset Management

Allen Gray and Alex Waldorff of Silvercrest Asset Management briefed the committee on their investment strategy and CLO portfolio performance.

3. Presentation of Performance Review by RVK (Informational Purposes Only)

- a. Presented by Mark Higgins, RVK*
- b. Discussion*

Mark Higgins reported the CLO Permanent Trust was approximately \$2.39 billion in September. Asset class returns were mixed during the third quarter and turned negative for October.

4. Investment Manager Updates

- a. Presented by Mark Higgins, RVK*

Mark Higgins reported on various manager updates and performance review.

5. Reallocation and Rebalance of CLO Permanent Trust Funds

Steve Tinsley made a motion to approve the rebalance proposal of \$20 million. The additional investment of cash will be allocated to Cutwater (\$16 million) and Allianz (\$2 million) and Fort Washington (\$2 million). Mathangi Shankar seconded the motion.

Tinsley Aye
Shankar Aye Motion Carried

6. Approval of Operational and Capital Budgets for Management of Commercial Investment Property.

Steve Tinsley made a motion to recommend approval of additional funds for the operational and capital budgets for the 4734 N. Kickapoo, Shawnee property. The operating expense budget is \$1,000 and the capital budget is \$75,000. Mathangi Shankar seconded the motion.

Tinsley Aye
Shankar Aye Motion Carried

7. 2019 Investment Committee Meeting Dates (Informational Only)

Karen Johnson presented the 2019 Investment meeting dates.

8. Executive Session

No Executive Session was convened.

9. New Business

There was not any new business presented.

A MOTION was made by Committee Member Tinsley and seconded by Committee Shankar to adjourn the meeting.

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| Tinsley | Aye | |
| Shankar | Aye | Motion Carried |

The meeting was adjourned at 2:15 p.m.