

CAL POLY HUMBOLDT SPONSORED PROGRAMS FOUNDATION
INVESTMENT COMMITTEE MEETING

MINUTES

April 7, 2024
9:00-11:00 am
SBS 405

MEMBERS PRESENT: Kacie Flynn
Kevin Fingerman
Jason Ramos

MEMBERS ABSENT: James Woglom

OTHERS PRESENT: Vince Learned, NFP
Cara Hines, FuturePlan
Norma Quiroga, Principal
Mark Johnson, University Advancement

I. Call to Order

Kacie Flynn called the meeting to order at 9:05 a.m. Vince Learned, Senior Plan Advisor, introduced Cara Hines, Retirement Plan Consultant and Norma Quiroga, Relationship Manager.

II. Introductions

Introductions were made by all those present.

III. Roles & Responsibilities

Vince Learned walked the committee through the roles and responsibilities of those entities present today: NFP, Principal, and FuturePlan.

IV. ERISA 3(38) vs 3(21) and Fiduciary Responsibilities/Liability

(Attachment A)

Vice Learned explained that a 3(21) fiduciary provides investment advice and recommendations but does not have discretionary authority. The plan sponsor retains ultimate decision-making power and fiduciary liability. In contrast, a 3(38) fiduciary has full discretion to manage, acquire, or dispose of plan assets. This fiduciary assumes the legal responsibility and liability for investment decisions, thereby reducing the sponsor's fiduciary burden. SPF has opted for a 3(38) fiduciary.

Vice Learned emphasized that regardless of the fiduciary type, plan sponsors maintain oversight responsibilities, including the duty to prudently select and monitor

fiduciaries. The distinction primarily affects who is legally accountable for investment decisions and the extent of the sponsor's risk exposure.

V. FuturePlan

(Attachment B)

a. Role, Plan Highlights, Testing, Legislative & Regulatory, SECURE 2.0

Cara Hines gave a brief overview of the plan highlights as outlined in Attachment B. Kevin Fingerma proposed exploring automatic enrollment in voluntary retirement plans for eligible auxiliary employees to boost participation and enhance long-term financial security. The group discussed what implementation would entail, noting the need for thoughtful design, including default contribution rates, opt-out options, and compliance with legal and policy requirements. Administrative feasibility, system capabilities, and coordination across HR and benefits teams were identified as critical factors. It was agreed that further analysis is needed to understand the operational and cost implications. Next steps include conducting a preliminary feasibility review. Findings will be reported at a future meeting.

VI. Principal

(Attachments C, D & E)

- a. Role, Plan Review, Resources*
- b. Executive Review*

There are 184 current active participants. Total account value of the plan as of 12/31/2024 were \$6,980,458. The number of active participants making voluntary contributions to their plan, represent 7.1% of all eligible participants as outlined in Attachment C.

VII. Fiduciary Investment Review

- a. Market Review*
- b. Scorecard Methodology*
- c. Fund Review*

Vince Learned reviewed the current investment market statistics for SPF's portfolio and the Scorecard Methodology with the Committee in Attachment A. See executive summary provided by NFP for full summary of items VII. to IX.

VIII. Legislative and Regulatory Updates

IX. Fiduciary Briefcase

X. Questions and Action Items

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XI. Other

XII. Adjournment

The meeting adjourned at 10:55 a.m.

Respectfully Submitted,

DocuSigned by:
Kacie Flynn
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Kacie Flynn

**Q4 2024****Meeting Minutes****Cal Poly Humboldt Sponsored Programs Foundation****Principal 403(b) DC PLAN****Meeting Date: 04/07/2025**

Attendees		
Committee Members	James Woglom (Absent)	Jason Ramos
	Kacie Flynn	Kevin Fingerman
	Mark Johnson	
NFP	Vince Learned, CFA, CFP®, CRPS®	
Other	Norma Quiroga, Principal	Cara Hines, FuturePlan
Administrative Review		
Reviewed Prior Meeting Notes <input checked="" type="checkbox"/>		
Reviewed Service Plan <input checked="" type="checkbox"/>		

Investment Due Diligence		
Investment Analysis Summary		
<ul style="list-style-type: none"> NFP provided an economic and market commentary for Q4 2024. NFP reviewed the investment scoring methodology and criteria for monitoring, watchlisting and removing investments from the fund menu. NFP reviewed plan asset balances across all investment options. <ul style="list-style-type: none"> Assets of the Plan as of 12/31/24 were \$6,980,457.70 88.38% in Asset Allocation 0.49% in Cash Alternatives 0.67% in Fixed Income 0.46% in International/Global Equity 9.98% in U.S. Equity NFP reviewed the Plan's investment scorecard covering available funds as well as their current scores and performance metrics, scoring history, asset class coverage, as well as other key metrics. <ul style="list-style-type: none"> All funds were reviewed from a quantitative and qualitative perspective. 11 funds are acceptable: <ul style="list-style-type: none"> Vanguard Target Retirement Target Date Series Inv (8) Baird Aggregate Bond Inst, BAGIX (10) iShares MSCI EAFE Intl Idx K, BTMKX (10) JPMorgan Equity Income R6, OIEJX (10) Parnassus Core Equity Institutional, PRILX (8) Vanguard Total Bond Market Index Adm, VBTIX (10) Vanguard Total Stock Mkt Idx Adm, VTSAX (10) American Century Small Cap Value R6, ASVIX (10) American Century Ultra R6, AULIX (7) AB Small Cap Growth Z, QUAXZ (8) Fixed Income Guaranteed Option 0 funds are on watchlist: <ul style="list-style-type: none"> Potential Replacements: <ul style="list-style-type: none"> Transamerica International Equity R6, TAINX (5) 		

Market Summary - Q4 2024
<p>Equity markets were mixed over the quarter, with U.S. equities posting small positive returns amid large negative returns internationally. Fixed income markets were also negative over the quarter, as long-term rates rose. U.S. equities rose 2.6% (Russell 3000) over the quarter with consumer discretionary stocks leading the way. Large cap growth was the best performing style in 2024, outperforming large cap value by almost 2000 basis points (33.4% for Russell 1000 Growth vs. 14.4% for Russell 1000 Value). International equities and Emerging Markets equities struggled over the quarter, posting losses of -8.1% (MSCI EAFE) and -8.0% (MSCI Emerging Markets), respectively. The broad U.S. fixed income market returned -3.1% (Bloomberg Barclays Aggregate) over the quarter. The Fed cut rates by 25 basis points twice over the quarter; however, longer term rates such as the 10-year treasury rate, rose by almost 80 basis points over the period. The unemployment rate remained flat from last quarter at 4.1%.</p>



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Scorecard Methodology

The Scorecard Methodology supports upholding the impartial conduct standards as the scores and analytics do not include any adviser compensation components and are calculated incorporating all investment fees and revenue sharing. Any and all compensation earned by the adviser (if any) is explicitly disclosed and reasonable given services provided. All information to any investment consideration has been disclosed and no misleading information has been provided to fiduciaries in their determination of action.

Fund Review

International Large Cap Value

Eliminate Transamerica International Equity R6 (TAINX) (Recent Scores: 5,5,5,9)

Map to MFS International Growth R6 (MGRDX) (Recent Scores: 10,10,9,8)

Asset Value: \$4,773.34

International Large Cap Growth

MFS International Growth R6 (Recent Scores: 10,10,9,8) was added to the fund lineup

Notes

Fiduciary Governance

Notes

Roles and responsibilities of the various parties to the plan were reviewed. NFP noted is ERISA 3(38) fiduciary status.

FuturePlan provided a review of plan highlights, along with various SECURE 2.0 provisions available to the plan, including:

- An enhanced catch-up (\$11,250) for those age 60-63 is currently available for implementation. Humboldt to confer with payroll provider and consider.
- Beginning 1/1/26, catch-up contributions for higher-earners (over \$145K income) will be required to be made on a Roth basis.
- Force-Outs - the plan could choose to force-out terminated participants with small balances (under \$7,000)

Norma Quiroga reviewed a retirement plan executive summary, along with participant education resources.

Fiduciary Hot Topics were reviewed.

Disclosures

This material contains an assessment of the market and economic environment at a specific point in time and is not intended to be a forecast of future events, or a guarantee of future results. Forward-looking statements are subject to certain risks and uncertainties. Actual results, performance, or achievements may differ materially from those expressed or implied. Information is based on data gathered from what we believe are reliable sources.

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