



State of Wisconsin  
Department of Employee Trust Funds  
Robert J. Conlin  
SECRETARY

801 W Badger Road  
PO Box 7931  
Madison WI 53707-7931  
1-877-533-5020 (toll free)  
Fax 608-267-4549  
etf.wi.gov

## Correspondence Memorandum

**Date:** March 1, 2018  
**To:** Employee Trust Funds Board  
**From:** Cheryllynn Wilkins, Board Liaison  
Office of the Secretary  
**Subject:** Retirement Board Governance Manual Update

**This memo is for informational purposes only. No Board action is required.**

The following is a list of updated documents (since January 2017) related to the retirement boards. Electronic copies are available on the Department of Employee Trust Funds (ETF) website at [http://etf.wi.gov/boards/gov\\_manual\\_retirement/01\\_gov\\_manual\\_toc.pdf](http://etf.wi.gov/boards/gov_manual_retirement/01_gov_manual_toc.pdf). You are welcome to print copies and insert them into your copy of the *Retirement Board Governance Manual*.

### Governance Manual

- RB Governance Manual Table of Contents
- 2018 Meeting Dates
- Board Rosters
- Wisconsin State Statute Chapter 40
- ETF Functional Organization Chart
- ETF Fact Sheets
- Delegation of Authority Table
- The Secretary's Role
- Organization and Responsibilities of the Board

Reviewed and approved by Pam Henning, Assistant Deputy Secretary

*Pamela L Henning*

Electronically Signed 3/14/18

Board	Mtg Date	Item #
ETF	3.29.18	6I