

## MINUTES OF SEPTEMBER 14, 2011, MEETING

### STATE OF WISCONSIN EMPLOYEE TRUST FUNDS BOARD EXECUTIVE COMMITTEE

DRAFT

Holiday Inn Hotel and Suites  
1109 Fourier Drive, Madison, WI

#### COMMITTEE MEMBERS PRESENT:

Wayne Koessler, Chair (via phone) John David	Robert Niendorf
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#### PARTICIPATING ETF STAFF:

Dave Stella, Secretary Bob Conlin, Deputy Secretary Rhonda Dunn, Executive Assistant	Lynda Hanold, Pam Henning, Division of Management Services
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Wayne Koessler, Chair, Executive Committee (Committee), called the meeting to order at 4:30 p.m.

#### CONSIDERATION OF MINUTES OF PREVIOUS MEETING

***Motion: Mr. Niendorf moved to accept the minutes of the June 22, 2011, Executive Committee meeting, as submitted by the Board Liaison.  
Mr. David seconded the motion, which passed without objection on a voice vote.***

#### REVIEW OF COMMITTEE CHARTER

Deputy Secretary Conlin reviewed the Committee Charter and asked the Committee to submit changes, if needed.

#### DEPARTMENT OBJECTIVES AND ACCOMPLISHMENTS

Secretary Stella, Deputy Secretary Conlin, and Ms. Dunn reviewed and responded to questions from the Committee regarding the July-September quarterly accomplishments of the Department.

#### GOVERNANCE MATTERS

The Committee reviewed the September 15, 2011, Employee Trust Funds Board meeting agenda.

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## PERSONNEL MATTERS

Ms. Dunn reviewed and responded to questions from the Committee regarding the quarterly human resources activities.

## MOTION TO CONVENE IN CLOSED SESSION

Chair Koessler announced that the Committee would convene in closed session, pursuant to the exemptions contained in Wis. Stat. § 19.85 (1) (c) for further discussion of personnel matters. Secretary Stella, Ms. Dunn, Ms. Henning and Ms. Hanold were invited to remain during the closed session.

***Motion: Mr. Niendorf moved to convene in closed session, pursuant to the exemptions contained in Wis. Stat. § 19.85 (1) (c) for further discussion of personnel matters. Mr. David seconded the motion, which passed on a roll call vote.***

***Members voting aye: J. David, W. Koessler, R. Niendorf***  
***Members voting nay: none***

The Committee convened in closed session at 5:00 p.m. and reconvened in open session at 6:14 p.m.

## ANNOUNCEMENT OF ACTION TAKEN ON BUSINESS DELIBERATED DURING CLOSED SESSION

Chair Koessler announced that the Committee discussed personnel matters and the process for the recruitment of the new Employee Trust Funds Secretary.

## ADJOURNMENT

***Motion: Mr. David moved to adjourn the meeting. Mr. Niendorf seconded the motion, which passed without objection on a voice vote.***

The Executive Committee of the ETF Board adjourned at 6:16 p.m.

Date Approved: \_\_\_\_\_

Signed: \_\_\_\_\_

Robert Niendorf, Secretary  
Executive Committee