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Date: November 5, 2020

**TO: MEMBERS, BOARD OF DIRECTORS**

<b>I. AGENDA ITEM # AND TITLE:</b>	Open Agenda Item 3c – Consent Calendar: Review and Approval of 2021 Board and Committee Meeting Schedule
<b>II. NAME AND PROGRAM:</b>	Hilda Padua, Board Liaison – Executive Office
<b>III. ACTIVITY:</b>	<input type="checkbox"/> Informational <input type="checkbox"/> Request for Direction <input checked="" type="checkbox"/> Action Proposed <input type="checkbox"/> Exploratory
<b>IV. JUSTIFICATION:</b>	<input checked="" type="checkbox"/> Standard/Required Item <input type="checkbox"/> Board Request – New Item <input type="checkbox"/> New Topic from Staff

**V. EXECUTIVE SUMMARY:**

Part of the Board process is to set up the annual calendar and locations for Board and Committee meetings, to be presented and approved at every November meeting.

Normally the four meetings are set for February, May, August and November with a March/April placeholder for Board Continuing Education but there is flexibility to accommodate scheduling conflicts.

**VI. ANALYSIS:**

There are four regular meetings on calendar with a fifth meeting for Board Continuing Education. At the August 16, 2012 Governance and Board meetings, it was recommended to expand the length of meetings from 2 days to 3 days to allow more time for the Governance and Audit Committee meetings and discussion. The Audit Committee will meet on Wednesday, followed by the Investment and Risk Committee (Risk portion of the agenda) and the Governance Committee will meet Thursday morning, followed by the Investment and Risk Committee (Investment portion of the agenda) and Board meetings. The April meeting is reserved for Board Continuing Education. However, if the Board determines at the prior meeting that there is time-sensitive business to discuss, the April meeting would proceed as a regular Board meeting in lieu of Board Continuing Education.

Since May 2020, in response to COVID-19, the Board and Committee regular meeting schedules have not been followed. The Committee meetings were scheduled on a different week from the Board and all meetings were virtual (via Zoom).

**VII. RECOMMENDATION:**

**Schedules:** The following proposed dates in 2021 are placeholders for Board and Committee meetings:

- **February 22-26, 2021**
- **May 17-21, 2021**
- **August 23-27, 2021** (*Board, Committee & Strategic Meetings*)
- **November 15-19, 2021**

**Location:** State Fund's San Francisco, Vacaville or Pleasanton office or Virtual meeting.

To approve the 2021 Board and Committee schedule as presented.