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Date: November 2, 2012

AGENDA ITEM 3c – ACTION REQUIRED

TO: MEMBERS, GOVERNANCE COMMITTEE

- I. SUBJECT:** CONSENT CALENDAR: Board & Committee Meeting Schedule and Location for 2013
- II. PROGRAM:** EXECUTIVE
- III. RECOMMENDATION:** To approve the 2013 Board & Committee Meeting Schedule and Location as presented
- IV. ANALYSIS:**

2013 Schedule Proposal

There are 5 meetings on calendar with agenda items for 4 meetings. 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 and Governance Committee will meet first thing Thursday morning. There are no changes to the Investment Committee and Board meeting schedules. At the October 5, 2012 Strategic meeting, it was recommended to add an additional day to the August 2013 meeting for Strategic Planning. The March 2013 meeting is a placeholder for Board Continuing Education. If the Board determines at the prior meeting that there is time sensitive business to discuss, the additional dates in March will proceed as a meeting in lieu of Board Continuing Education.

The proposed dates are as follows, including additional meeting options as necessary:

- February 13-15, 2013
- March 28 & 29, 2013 – Board Continuing Education and/or Board
- May 15-17, 2013
- August 13-16, 2013 – Board, Committee and Strategic Planning
- November 13-15, 2013

In addition, based on Board member feedback, there will be a 15 minute scheduled break between meetings. The standing meeting days and times for open and closed sessions are:

Audit:	Wednesdays	2:00 p.m. - 5:00 p.m. (or longer if necessary)
Governance:	Thursdays	8:30 a.m. - 11:30 a.m. (or longer if necessary)
Investment:	Thursdays	12:00 noon - 1:45 p.m. (or longer if necessary)
Board:	Thursdays	2:00 p.m. - 6:00 p.m. (or longer if necessary) and
	Fridays	8:30 a.m. - 2:00 p.m. (or sooner as appropriate)

Location: *333 Bush Street, 7th Floor, San Francisco, CA*

The San Francisco State Fund office location will be able to accommodate open and closed Board meetings. This will allow for more efficiency and effectiveness in conducting the Committee and Board meetings.

The August meeting maybe held at an offsite location.

HILDA PADUA , Asst. Corporate Secretary
and Board Liaison