

Thomas Jordan Trust Meeting

November 1, 2018

4:30 p.m.

Assessing Codes and Planning Conference Room

1. Discussion on Investment Policy Statement
2. Set date for next meeting
3. Adjourn

1. Investment Policy Statement items to consider in crafting such a policy
 - a. Overview: what is covered by this policy
 - b. Purpose of policy: what is the intent of this policy
 - c. Investment objectives: what is the investment objective including risk tolerance, return expectations, and time horizon
 - d. Roles and responsibilities of trustees and the investment managers
 - e. Selection of investments and managers: what is the appropriate range of investment options, what is the proper risk and return expectations, what quality of investments are pursued
 - f. Investment monitoring and reporting: what process is used to review investments and confirming desired results are met
 - g. Management analysis: what process is used to review performance of financial managers and process of replacement if necessary.