## Independent Auditor's Report

## State of Minnesota <br> Office of the State Auditor

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Duluth Teachers' Retirement Fund Association

We have audited the basic financial statements of the Duluth Teachers' Retirement Fund Association as of and for the year ended June 30,2010 , as listed in the table of contents. These basic financial statements are the responsibility of the Association's management. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the basic financial statements referred to above present fairly, in all material respects, the plan net assets of the Duluth Teachers' Retirement Fund Association as of June 30, 2010, and the changes in plan net assets for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The Management's Discussion and Analysis and accompanying financial information listed as required supplementary information in the table of contents are not required parts of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures to this information, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The accompanying financial information listed as other supplementary information in the table of contents is presented for additional analysis and is not a required part of the basic financial statements of the Duluth Teachers' Retirement Fund Association. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly presented in all material respects in relation to the basic financial statements taken as a whole. The introductory section, investment section, actuarial section, and statistical section have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on them.


December 16, 2010

## Management's Discussion \& Analysis

The following overview is a discussion and analysis of the financial activities of the Duluth Teachers' Retirement Fund Association (DTRFA) for the fiscal year ended June 30, 2010. Its purpose is to provide explanations and insights into the information presented in the financial statements, notes to the financial statements, and required supplementary information.

## Financial Highlights

- Net assets in the defined benefit plan, which represent funds available to pay current and future pension benefits, increased by $\$ 12.5$ million during the fiscal year to $\$ 192$ million. This $6.9 \%$ increase in net assets was primarily due to investment performance. Net assets in the defined contribution plan rose by $\$ 5.1$ million, an increase of $14.9 \%$.
- Total additions in the defined benefit pension plan were $\$ 36.7$ million which was $154 \%$ higher than the amount in the previous fiscal year. The increase was primarily due to investment experience. In fiscal year 2010 net investment return was $+17.0 \%$ compared to a return last year of $-26.9 \%$. The positive investment return, along with other factors during the year, reduced the unfunded actuarial accrued liability. Similarly, due primarily to investments, total additions in the defined contribution plan were $+\$ 12.7$ million, compared to - $\$ 3.1$ million last fiscal year.
- The defined benefit plan recorded a $+17.0 \%$ rate of return for the year, net of fees. For longer periods of time, the DTRFA annualized returns over 20 and 25 years of $+7.3 \%$ and $+8.6 \%$ respectively provide some additional perspective about the returns of the plan. For the defined contribution plan, net returns for the last fiscal year were $+23.1 \%$ in the Bond Fund, $+27.0 \%$ in the Equity Fund, and $-0.1 \%$ in the Money Market Fund.
- The actuarial funding ratio of the defined benefit plan, a comparison of the actuarial value of assets to the actuarial accrued liability, was 82\% at June 30, 2010. The
funding ratio increased from the $77 \%$ level of the previous year. The improvement is attributable mainly to the legislative changes that were enacted to the benefit plan, and the higher investment returns realized during the fiscal year.


## Overview of the Financial Statements

The discussion and analysis below is intended to assist the reader in better understanding the purpose and meaning of each of the key components of the financial statements, which are comprised of the following:

1. The Statement of Plan Net Assets presents information about assets and liabilities, with the difference between the two reported as net assets held in trust for pension benefits. The level of net assets reflects the resources available to pay benefits to members when due. Over time, increases and decreases in net assets measure whether the financial position of the DTRFA is improving or deteriorating.
2. The Statement of Changes in Plan Net Assets presents the results of fund operations during the year and discloses the additions and deductions from plan net assets. It supports the net change that has occurred to the prior year's net asset value on the statement of plan net assets.
3. The Notes to the Financial Statements provide additional information that is essential to gain a full understanding of the data provided in the basic financial statements. The notes provide important and detail information about the DTRFA, the various pension trust funds, and the statements themselves.
4. The Required Supplementary Information consists of data on the funded status of the plan, the status of contributions from the employers and the State of Minnesota, and information pertaining to actuarial methods and assumptions. Also included as Other Supplementary Information are schedules of investment and administrative expenses, and information about cash receipts and disbursements.

## Management's Discussion and Analysis - Continued

## Financial Analysis

The following table shows condensed information from the Statement of Plan Net Assets:

|  | Plan Net Assets |  |  |  |
| :--- | ---: | ---: | ---: | ---: |
|  | $\mathbf{2 0 1 0}$ | $\mathbf{2 0 0 9}$ | Change | Percent |
| Cash \& Investments | $\$ 235,249,774$ | $\$ 220,137,991$ | $\$ 15,111,783$ | $6.9 \%$ |
| Receivables | $7,607,691$ | $2,518,982$ | $5,088,709$ | $202.0 \%$ |
| Securities Lending Collateral | $4,996,116$ | $9,222,718$ | $(4,226,602)$ | $(45.8) \%$ |
| Capital Assets | 294,654 | 320,387 | $(25,733)$ | $(8.0) \%$ |
| Total Assets | $248,148,235$ | $232,200,078$ | $15,948,157$ | $6.9 \%$ |
| Liabilities | $(16,660,437)$ | $(18,237,002)$ | $1,576,565$ | $(8.6) \%$ |
| Plan Net Assets | $\$ 231, \mathbf{4 8 7 , 7 9 8}$ | $\$ 213,963,076$ | $\$ 17,524,722$ | $\mathbf{8 . 2 \%}$ |

The value of plan net assets increased by $\$ 17.5$ million during fiscal year 2010. This was primarily a result of investment experience - positive returns in the equity and bond markets. There were also strong positive returns in the real estate holdings during the year, but that comprised a very small portion of the total portfolio. As a result, additions to plan net assets increased significantly.

The following two tables show condensed information from the Statement of Changes in Plan Net Assets:

|  | Additions to Plan Net Assets |  |  |  |
| :--- | ---: | ---: | ---: | ---: |
|  | $\mathbf{2 0 1 0}$ |  | $\mathbf{2 0 0 9}$ | Change |
| Member \& Employer Contributions | $\$ 12,887,414$ | $\$ 11,054,236$ | $\$ 1,833,178$ | $16.6 \%$ |
| Total Investment Income (Loss) | $36,490,878$ | $(82,321,229)$ | $118,812,107$ | $144.3 \%$ |
| Other | 58,082 | 21,321 | 36,761 | $172.4 \%$ |
| Total Additions | $\mathbf{\$ 4 9 , 4 3 6 , 3 7 4}$ | $\mathbf{\$ ( 7 1 , 2 4 5 , 6 7 2 )}$ | $\mathbf{\$ 1 2 0 , 6 8 2 , 0 4 6}$ | $\mathbf{1 6 9 . 4 \%}$ |

Employee and employer contribution rates in the defined benefit plan remain unchanged. However, in fiscal year 2009, the State of Minnesota began making a fixed $\$ 346,000$ payment to the plan each year and an additional payment that varies each year. The increase in total contributions compared to the previous year was due primarily to higher voluntary contributions and transfers into the defined contribution plan. The investment rate of return for the defined benefit plan of $17.0 \%$ in fiscal year 2010 was higher than the $8.5 \%$ actuarially assumed return, and higher than the return of $-26.9 \%$ in fiscal year 2009.

|  | Deductions from Plan Net Assets |  |  |  |
| :--- | ---: | ---: | ---: | ---: |
|  | $\mathbf{2 0 1 0}$ | $\mathbf{2 0 0 9}$ | Change | Percent |
| Benefit Payments | $\$ 23,596,191$ | $\$ 22,704,163$ | $\$ 892,028$ | $3.9 \%$ |
| Withdrawals \& Transfers | $7,610,976$ | $5,244,412$ | $2,366,564$ | $45.1 \%$ |
| Contribution Refunds | 116,127 | 290,392 | $(174,265)$ | $(60.0) \%$ |
| Administrative Expense | 588,358 | 594,041 | $(5,683)$ | $(1.0) \%$ |
| Total Deductions | $\$ 31,911,652$ | $\mathbf{\$ 2 8 , 8 3 3 , 0 0 8}$ | $\$ 3,078,644$ | $\mathbf{1 0 . 7 \%}$ |
|  |  |  |  |  |
| Increase (Decrease) in Plan Net Assets | $\mathbf{\$ 1 7 , 5 2 4 , 7 2 2}$ | $\mathbf{\$ ( 1 0 0 , 0 7 8 , 6 8 0 )}$ | $\mathbf{\$ 1 1 7 , 6 0 3 , 4 0 2}$ | $\mathbf{1 1 7 . 5 \%}$ |

## Management's Discussion and Analysis - Continued

The primary factor for higher total deductions compared to the previous year: higher benefit payments in the defined benefit plan due to a greater number of retirees and because benefit payments to eligible retirees were increased by a $2.0 \%$ cost of living adjustment on January 1, 2010. Total administrative expenses decreased in fiscal year 2010 by $1.0 \%$ compared to the previous year.

## Actuarial Funded Status, Financial Position, and Economic Factors

The funding objective of the DTRFA defined benefit plan is to meet long-term benefit promises through prudent investment of fund assets and contributions which remain approximately level as a percent of member payroll over decades of time. Historical information relating to progress in meeting this objective is presented on pages 21-22. The DTRFA continues to maintain a long-term investment approach consistent with the long-term nature of plan obligations.

As of June 30, 2010, the funded ratio of the defined benefit plan was $82 \%$, an increase from the $77 \%$ level a year earlier. The funded ratio is derived by comparing the "actuarial value" of plan assets to the actuarial accrued liabilities of the plan. State law requires that a five-year smoothing method be used to determine actuarial value of plan assets. Most public pension funds use a smoothing technique to value their assets for actuarial purposes. This is done to avoid significant swings in the value of assets from one year to the next. During fiscal year 2010, this smoothing technique resulted in the recognition of $\$ 23.9$ million in deferred investment losses from fiscal years 2006-2009. The recognition of the deferred losses from prior years was offset by the recognition of a portion of the gains during fiscal year 2010. In fiscal year 2010, the fund experienced an actual investment gain of $\$ 15.6$ million, of which $\$ 3.1$ million was allocated to the current year. That same amount will be allocated to each of the next four fiscal years. At June 30, 2010, deferred investment losses totaled $\$ 62.9$ million, which will be recognized during the next four fiscal years.

During fiscal year 2010, the fund experienced a net actuarial gain of $\$ 1.3$ million due to demographic and other economic factors. Of this amount, there was a $\$ 2.2$ million gain due to member salaries that increased at a lower rate than assumed by the plan.

This resulted in an actuarial gain since the liability for future benefits, based on a formula using high-5 average salary, thereby accrued at a lower rate than assumed. The remaining $\$ 900,000$ actuarial loss was attributed to post-retirement mortality and a combination of several other immaterial factors not separately identified by the actuaries.

Another significant factor in the reduction of actuarial accrued liability was the legislation enacted in 2010. After the negative market returns in fiscal years 2008 and 2009, legislative action was taken to address a declining funding ratio. Major provisions signed into law include a one percent increase to both employee and employer contribution rates phased in over two years beginning in fiscal year 2013, and a revised cost of living adjustment method based on the funding ratio of the pension plan. These and other smaller changes reduced the actuarial accrued liability by $\$ 61.6$ million.

The actuarial valuation report for the fiscal year also notes that current contribution rates are not sufficient for the plan to achieve full, $100 \%$ funding by the year 2035, the date required in law for the plan to be fully funded. The total current contribution rate of $12.48 \%$ ( $5.5 \%$ employee, $5.79 \%$ employer, and $1.19 \%$ State payment) is $0.7 \%$ lower than the actuarially required contribution rate of $13.22 \%$.

In summary, although the pension fund is less than $100 \%$ funded and has a small contribution deficiency, the fund has a healthy reserve of assets. Investment markets have made dramatic improvement over the last year and there are encouraging signs that the US and global economies are also improving. Considering the recent legislative changes and the improving economic conditions, we are optimistic that the pension fund is again on track for full funding.

## Requests for Information

This financial report is designed to provide the Board of Trustees, members, retirees, employers, and other users with a general overview of the financial activities of the DTRFA and to demonstrate the Association's accountability for the funds under its control. Questions concerning any information provided in this report, or requests for additional financial information should be addressed to the staff of the Association.

## Statement of Plan <br> Net Assets

June 30, 2010
Assets
Cash
Short-term investments
$\quad$ Total cash and equivalents
Receivables
Member contributions
Employer contributions
Interest and dividends
Stock and bond sales
Other
Total receivables
Investments, at fair value
U.S. Government obligations
Corporate and other bonds
Equities
Private equity
Real assets
Total investments
Invested securities lending collateral
Properties, at cost, net of accumu-
lated depreciation of $\$ 377,801$
Total assets

## Liabilities

Accounts payable
Securities lending liabilities
Stock and bond purchases
Deferred contributions
Total liabilities

| Pension Trust Funds |  |  |  | Total |
| :---: | :---: | :---: | :---: | :---: |
| Defined Benefit Plan | Defined Contribution Plan |  |  |  |
| Pension Fund | Bond <br> Fund | Equity Fund | Money Mkt Fund |  |
| \$20,066 | \$76,889 | \$87,803 | \$41,150 | \$225,908 |
| 12,880,076 |  | 148,908 | 6,378,755 | 19,407,739 |
| 12,900,142 | 76,889 | 236,711 | 6,419,905 | 19,633,647 |
| 475,880 |  |  |  | 475,880 |
| 500,972 |  |  |  | 500,972 |
| 482,105 |  | 42 |  | 482,147 |
| 5,823,217 |  |  |  | 5,823,217 |
| 325,475 |  |  |  | 325,475 |
| 7,607,649 |  | 42 |  | 7,607,691 |
| 22,206,502 |  |  |  | 22,206,502 |
| 38,536,976 | 12,476,071 |  |  | 51,013,047 |
| 108,439,781 |  | 20,428,208 |  | 128,867,989 |
| 12,064,477 |  |  |  | 12,064,477 |
| 1,464,112 |  |  |  | 1,464,112 |
| 182,711,848 | 12,476,071 | 20,428,208 |  | 215,616,127 |
| 4,151,237 |  | 844,879 |  | 4,996,116 |
| 294,654 |  |  |  | 294,654 |
| 207,665,530 | 12,552,960 | 21,509,840 | 6,419,905 | 248,148,235 |
| 249,910 |  |  |  | 249,910 |
| 5,717,726 |  | 1,162,157 |  | 6,879,883 |
| 9,295,348 |  | 3,456 |  | 9,298,804 |
|  | 93,238 | 97,061 | 41,541 | 231,840 |
| 15,262,984 | 93,238 | 1,262,674 | 41,541 | 16,660,437 |
| \$192,402,546 | \$12,459,722 | \$20,247,166 | \$6,378,364 | \$231,487,798 |

The accompanying notes are an integral part of these financial statements.

## Statement of Changes in Plan Net Assets

## For the Year Ended June 30, 2010

|  | Pension Trust Funds |  |  |  | Total |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | Defined Benefit Plan | Defined Contribution Plan |  |  |  |
|  | Pension Fund | Bond <br> Fund | Equity Fund | Money Mkt Fund |  |
| Additions |  |  |  |  |  |
| Contributions |  |  |  |  |  |
| Employer | \$2,866,150 |  |  |  | \$2,866,150 |
| Plan members' deposits \& transfers | 2,899,071 | \$2,409,949 | \$2,610,415 | \$1,341,465 | 9,260,900 |
| State funding | 760,364 |  |  |  | 760,364 |
| Total contributions | 6,525,585 | 2,409,949 | 2,610,415 | 1,341,465 | 12,887,414 |
| Investment activities income |  |  |  |  |  |
| Net appreciation (depreciation) in |  |  |  |  |  |
| fair value of investments | 27,829,972 | 1,567,669 | 1,533,275 |  | 30,930,916 |
| Interest | 2,795,988 | 41 | 242 | 7,390 | 2,803,661 |
| Dividends | 436,944 | 645,417 | 2,722,804 |  | 3,805,165 |
| Rental income (net) | 194,862 |  |  |  | 194,862 |
| Total investment activities income (loss) | 31,257,766 | 2,213,127 | 4,256,321 | 7,390 | 37,734,604 |
| Less investment expense | $(1,209,193)$ | $(6,773)$ | $(99,139)$ | $(3,409)$ | $(1,318,514)$ |
| Net investment activities income (loss) | 30,048,573 | 2,206,354 | 4,157,182 | 3,981 | 36,416,090 |
| Securities lending |  |  |  |  |  |
| Securities lending income | 68,530 |  | 13,949 |  | 82,479 |
| Less securities lending expense | $(6,995)$ |  | (696) |  | $(7,691)$ |
| Net income from securities lending | 61,535 |  | 13,253 |  | 74,788 |
| Total net investment income (loss) | 30,110,108 | 2,206,354 | 4,170,435 | 3,981 | 36,490,878 |
| Other income | 51,643 |  | 6,439 |  | 58,082 |
| Total Additions | 36,687,336 | 4,616,303 | 6,787,289 | 1,345,446 | 49,436,374 |
| Deductions |  |  |  |  |  |
| Benefits to participants |  |  |  |  |  |
| Retirement | 21,744,534 |  |  |  | 21,744,534 |
| Disability | 161,700 |  |  |  | 161,700 |
| Survivor | 1,689,957 |  |  |  | 1,689,957 |
| Contribution refunds | 116,127 |  |  |  | 116,127 |
| Plan members' withdrawals \& transfers |  | 1,077,071 | 1,527,248 | 5,006,657 | 7,610,976 |
| Total benefits, refunds \& withdrawals | 23,712,318 | 1,077,071 | 1,527,248 | 5,006,657 | 31,323,294 |
| Administrative expenses | 505,672 | 26,016 | 41,023 | 15,647 | 588,358 |
| Total Deductions | 24,217,990 | 1,103,087 | 1,568,271 | 5,022,304 | 31,911,652 |
| Net increase (decrease) | 12,469,346 | 3,513,216 | 5,219,018 | $(3,676,858)$ | 17,524,722 |
| Net assets held in trust for pension benefits - Beginning of year | 179,933,200 | 8,946,506 | 15,028,148 | 10,055,222 | 213,963,076 |
| - End of year | \$192,402,546 | \$12,459,722 | \$20,247,166 | \$6,378,364 | \$231,487,798 |

The accompanying notes are an integral part of these financial statements.

Page 14 Duluth Teachers' Retirement Fund Association - Financial Section

# Notes to the Financial Statements 

## Note 1. Summary of Accounting Policies

## Organization

The Duluth Teachers' Retirement Fund Association (Association) was created in 1910 to provide retirement and other specified benefits for its members pursuant to Minnesota Statutes Chapters 354A and 356. Association membership consists of eligible employees of Independent School District 709, eligible staff of Lake Superior College and the employees of the Association. The Association is governed by a nine-member board of trustees.

## Financial Reporting Entity

The Association's financial statements include the Pension Fund, a defined benefit plan, and three funds in the defined contribution plan - the Bond Fund, Equity Fund, and Money Market Fund. These plans are presented as pension trust funds in the financial statements. The Association's financial statements include all plans for which it is financially accountable. The Association is not included as a component unit of another reporting entity.

## Basis of Accounting

The Association's financial statements are prepared using the accrual basis of accounting. Additions are recorded in the accounting period when they are earned and become measurable and deductions are recorded when the liability is incurred. Member and employer contributions are recorded as revenues when due, pursuant to formal commitments, as well as statutory or contractual requirements. Benefits and refunds are recognized when due and payable in accordance with the terms of the plan.

## Deposits and Investments

## Deposits

Minnesota Statutes, Section 356A.06, Subd. 8a authorizes the Association to deposit its cash and to invest in money market accounts and certificates of deposit in financial institutions designated by the Association's Board of Trustees. Minnesota statutes require that all of the Association's deposits be covered by insurance, surety bond, or collateral.

## Investments

Minnesota Statutes, Sections 354A.08, 356A.06, Subd. 7 and the Association's Articles of Incorporation and Bylaws designate authorized investment types and limitations. Minnesota Statutes, Section 356A.04, Subd. 2 specifies that investments are governed by the "prudent person standard." The prudent person standard pertains to all fiduciaries, and includes anyone who has authority with respect to the Association.

Investments are reported at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on an exchange are valued at the last reported sales price at current exchange rates. Investments that do not have an established market are reported at estimated fair value. Net appreciation (depreciation) in fair value of investments includes net unrealized and realized gains and losses. Purchases and sales of securities are recorded on a trade-date basis. Dividends are recorded on the ex-dividend date.

There are no investments in, loans to, or leases with parties related to the Association.

## Receivables

Receivables are recognized in the period in which amounts are due pursuant to formal commitments as well as contractual requirements. At June 30, 2010, receivables consisted of contributions owed by members and employers, interest and dividends from investments, and amounts due from the sales of investments where the trade was initiated prior to June 30, 2010, but settled at a later date.

## Liabilities

Liabilities for benefits and refunds are recognized when due and payable in accordance with the terms of the plan. At June 30, 2010, liabilities consisted principally of investment management fees, obligations to return securities lending collateral, member deposits in the defined contribution plan which will be credited to the members’ accounts after the computation of the monthly unit value, and obligations for the purchase of investments where the trade was initiated prior to June 30, 2010, but settled at a later date.

## Risk Management

The Association is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors or omissions; injuries to employees; and natural disasters. To cover its potential liabilities, the Association purchases commercial insurance. There were no significant reductions in insurance coverage from coverage in the prior year, and there were no insurance claims or settlements in the past three fiscal years.

## Properties

Land, land improvements, building, and furniture and fixtures are stated at cost. Depreciation is computed over the estimated useful lives of the properties using the straight-line method.

## Notes - Continued

## 1. Summary of Accounting Policies (cont.)

A summary of properties at June 30, 2010, is as follows:

| Class | Useful <br> Life-Yrs. | Carrying Value | Accumulated <br> Depreciation | Net |
| :---: | :---: | :---: | :---: | :---: |
| Land | N/A | \$35,540 | N/A | \$35,540 |
| Land Improvement | 7-15 | 68,414 | \$42,436 | 25,978 |
| Building | 15-30 | 397,388 | 172,932 | 224,456 |
| Furniture, fixtures | 5-7 | 171,113 | 162,433 | 8,680 |
| Totals |  | \$672,455 | \$377,801 | \$294,654 |

## NOTE 2. DEPOSIT \& INVESTMENT RISK DISCLOSURES

## Deposits

Custodial credit risk for deposits is the risk that in the event of a bank failure, the Association's deposits may not be returned. The deposits are held in one institution with a balance of up to $\$ 250,000$ insured by the Federal Deposit Insurance Corporation (FDIC). As required by Minnesota statutes, the Association's deposits in excess of the FDIC limit are covered by collateral. At year end the Association had cash deposits totaling $\$ 286,508$ all of which were covered by insurance.

## Investments

The following table shows the investments of the Association by type at June 30, 2010:

## Short-term investments

## Commingled investment funds

\$19,407,739

$30,963,771$
$14,238,852$
$25,475,362$
$52,898,563$
259,557
$5,874,581$
966,269
$18,710,379$
$9,451,062$
$11,281,683$
$11,755,806$
$13,706,012$
$1,464,112$
$12,064,477$

| Invested collateral on securities loaned |  |
| :--- | ---: |
| Commercial paper | 250,000 |
| Money market funds | 770,639 |
| Repurchase agreements | $2,263,560$ |
| Asset backed securities | 964,411 |
| Corporate bonds | 747,506 |

Investments held by broker-dealers under securities lending program

| Government bonds | $1,473,757$ |
| :--- | ---: |
| Domestic equities | $\underline{5,031,884}$ |
| Total investments | $\underline{\$ 240,019,982}$ |
|  |  |
| Amounts from Statement of Plan Net Assets: | $\$ 19,407,739$ |
| Short-term investments | $215,616,127$ |
| Investments | $\underline{4,996,116}$ |
| Invested securities lending collateral | $\underline{\$ 240,019,982}$ |
| Total investments |  |

## Credit Risk - Debt Securities

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations to the Association. The Association limits credit risk by requiring investment managers to meet the following requirements:

- Total portfolio quality must be maintained at a minimum overall rating of "A".
- Securities that have a rating of "BBB" or lower may not exceed $15 \%$ of an investment manager's portfolio.
- The average quality rating of commercial paper and money market securities in the portfolio will be at least "A1/P1".

As shown below, the value of below investment grade debt securities is $\$ 10,570,653$ or $14.4 \%$ of the debt portfolio.

| Quality Rating |  |
| :--- | ---: |
| AAA | $\$ 6,246,234$ |
| AA+ | $1,724,410$ |
| AA | $1,815,032$ |
| AA- | $13,276,594$ |
| A+ | $1,549,224$ |
| A | $4,336,890$ |
| A- | $2,807,857$ |
| BBB+ | $2,486,327$ |
| BBB | $2,495,125$ |
| BBB- | $1,762,393$ |
| BB+ | 689,832 |
| BB | 901,940 |
| BB- | 57,408 |
| B+ | 114,296 |
| B | $1,178,142$ |
| B- | $1,040,932$ |
| CCC+ | 11,048 |
| CCC | $5,936,716$ |
| CC | 483,632 |
| D | 156,707 |
| Not rated | $1,942,308$ |
| Total credit risk debt securities | $\$ 51,013,047$ |
| U.S. Government \& agencies | $\underline{22,206,502}$ |
| Total debt securities | $\underline{\$ 73,219,549}$ |

## Notes - Continued

## 2. Deposit \& Investment Risk Disclosures (cont.)

## Custodial Credit Risk

Custodial credit risk for investments is the risk that, in the event of a failure of the counterparty, the Association will not be able to recover the value of the investment or collateral securities that are in the possession of an outside party. At June 30, 2010 the Association had no custodial credit risk because all investment securities were registered in the name of the Association and were held in the possession of the Association's custodial bank.

## Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Association limits this risk by including the following guidelines in the SIOP:

- The market value weighted average expected maturity of the bond portfolio shall not exceed 15 years.
- The volatility of returns for the fixed income component should be controlled so that the annualized standard deviation of quarterly returns does not exceed $130 \%$ of the same measure for the Barclays Capital U.S. Aggregate Index.
- The average effective modified duration of each bond portfolio must be between $75 \%$ and $125 \%$ of the effective duration of the Barclays Capital U.S. Aggregate Index.
- Asset-backed or collateralized mortgage obligations will be classified as having a "high risk" if they have an average life greater than 10 years and duration greater than 5.6 years. Asset-backed or collateralized mortgage backed securities meeting the definition of high risk will be limited to no more than $10 \%$, at market value, of the manager's portfolio.

Duration is a measure of a debt investment's exposure to fair value changes arising from changes in interest rates. Effective duration uses the present value of cash flows, weighted for those cash flows as a percentage of the investment's full price.

At June 30, 2010 the index range required by the Association for bond managers is 3.1 years to 5.5 years based on a Barclays Capital U.S. Aggregate Index of 4.3 years at June 30, 2010.

The Association's bond portfolios were within the required range. The Pension Fund bond portfolio had a duration of 3.9 and the Bond Fund portfolio had a duration of 4.55 at June 30, 2010. The overall effective weighted duration for all fixed income investments is shown below.

| Investment | $\underline{\text { Fair Value }}$ | Duration <br> (Years) |
| :--- | ---: | :---: |
| Asset backed securities | $95,874,581$ | .34 |
| Commercial mortgage backed | 966,269 | 4.17 |
| Corporate bonds | $18,710,379$ | 4.66 |
| Government bonds | $10,837,573$ | 9.77 |
| Government bonds - stripped | 87,246 | 14.75 |
| Government agency bonds | $11,281,683$ | 2.64 |
| Mortgage backed securities | $11,755,806$ | .12 |
| Commingled bond fund | $\underline{13,706,012}$ | $\underline{4.37}$ |
| $\quad$ Total debt securities | $\underline{\$ 73,219,549}$ | $\underline{\underline{3.98}}$ |

## Concentration of Credit Risk

Concentration of credit risk is the risk of loss that may be attributed to the magnitude of investments in a single holding. The Association limits this risk by maintaining diversified portfolios. The following guidelines are from the Statement of Investment Objectives \& Policies (SIOP):

- No more than $6 \%$ of any portfolio may be invested in any one corporate issuer.
- No purchase of non-agency mortgage obligations or non-agency mortgage backed pass-throughs will be permitted unless exposure falls below $15 \%$.
- No purchases of real estate related asset backed securities are permitted.
- Rule 144a securities are limited to $20 \%$ of a portfolio.
- Foreign bonds are limited to $20 \%$ of the portfolio.
- No equity investment may exceed $5 \%$ of the total outstanding shares of any company.

At June 30, 2010 there were no single issuer investments that exceeded the above guidelines.

## Foreign Currency Risk

Foreign currency risk is the risk that changes in currency exchange rates will adversely affect the fair value of an investment.

State law limits certain investments to a total portfolio limit of no more than $20 \%$ of the market value of the portfolio. Emerging market equities and international bonds are included in this category.

The Association's investment policies require non-U.S. equity managers to invest at least $80 \%$ of the portfolio in large capitalization stocks and no more than $20 \%$ in small capitalization stocks. The policies also require bond managers to invest no more than $20 \%$ of the portfolio in issues of the foreign bond sector (defined as securities whose payments are based on foreign interest rates).

## Notes - Continued

## 2. Deposit and Investment Risk Disclosure (cont.)

The Association's exposure to foreign currency risk is presented in the following table (in U.S. Dollars):

| Currency | Debt | Equity | $\underline{\text { Total }}$ |
| :--- | ---: | ---: | ---: |
| Australian Dollar | $\$ 44,355$ | $\$ 392,065$ | $\$ 436,420$ |
| Brazilian Real | 173,450 | 566,792 | 740,242 |
| Bulgarian Lev |  | 76,091 | 76,091 |
| Canadian Dollar | 140,821 | $2,146,156$ | $2,286,977$ |
| Swiss Franc |  | $2,227,790$ | $2,227,790$ |
| Czech Koruna |  | 10,359 | 10,359 |
| Danish Kroner |  | 252,264 | 252,264 |
| European Union Euro |  | $6,873,690$ | $6,873,690$ |
| British Pound | 6,262 | $3,421,907$ | $3,428,169$ |
| Hong Kong Dollar |  | $1,121,752$ | $1,121,752$ |
| Hungarian Forint |  | 36,506 | 36,506 |
| Iceland Krona | 72,621 |  | 72,621 |
| Japanese Yen |  | $4,076,792$ | $4,076,792$ |
| Indonesian Rupiah |  | 54,124 | 54,124 |
| Mexican Peso | 556 | 109,348 | 109,904 |
| Norwegian Krone | 87,102 | 353,291 | 440,393 |
| Polish Zloty | 145,957 | 293,891 | 439,848 |
| Singapore Dollar |  | 30,740 | 30,740 |
| South African Rand |  | 542,278 | 542,278 |
| Turkish Lira |  | 1 | 1 |
| Swedish Krona |  | $\underline{164,893}$ | $\underline{164,893}$ |
| Total securities subject |  |  |  |
| to currency risk | $\underline{\$ 671,124}$ | $\underline{\$ 22,750,730}$ | $\underline{\$ 23,421,854}$ |

The securities on loan at year-end had a market value of $\$ 6,505,641$ and the market value of the invested collateral received for the securities on loan was $\$ 4,996,116$. If all the loans were terminated at June 30, 2010, the Association would have needed to make up the $\$ 1.5$ million difference between the invested collateral and the collateral liability.

## Derivative Investments

The Equity Fund has an investment in a mutual fund which utilizes futures contracts as part of an S\&P 500 enhanced indexing strategy. That strategy is designed to provide excess returns relative to the index utilizing a combination of S\&P 500 futures contracts that provide near perfect tracking to the S\&P 500, along with a short-term, low duration fixed income portfolio. The actual dollars invested in the enhanced cash portfolio approximately equal the notional value of the S\&P 500 futures contracts held (i.e. no leverage is employed). The Equity Fund's risk is limited to the amount invested in this mutual fund. At June 30, 2010 the value of this investment was \$3,612,927.

## Commitments and Contingencies

At June 30, 2010 the Pension Fund plan had commitments for future purchases of private equity investments amounting to approximately $\$ 15,240,000$.

## Securities Lending

Minnesota Statutes and the investment policies of the Association permit securities lending transactions - loans of securities to broker-dealers and other approved entities for collateral with a simultaneous agreement to return the collateral for the same securities in the future. Securities on loan include U.S. Government securities, corporate and other bonds, and common stocks. The Association's investment custodian acts as its agent in lending securities for cash collateral at $102 \%$ of the value of the securities loaned plus accrued income. The contract with the custodian requires them to indemnify the Association if the borrowers fail to return the securities. Securities on loan are recorded as investments on the Statement of Plan Net Assets and the corresponding liability is recorded for the market value of the collateral received. At year-end, the Association had no credit risk exposure to borrowers because the collateral amounts received exceeded amounts out on loan.

All securities loans can be terminated on demand by either the Association or the borrower. Loan terms are open-ended and are negotiated on a daily basis. Collateral received is invested in various types of short-term securities, asset backed securities, and corporate bonds.

## Note 3. Defined Benefit Plan

The following brief description of the Pension Fund plan is provided for general information purposes only.

There are three participating employers in the plan. The plan is not subject to the provisions of the Employee Retirement Income Security Act of 1974.

## General

The Association administers a cost-sharing multiple employer defined benefit pension plan covering all licensed educators of Independent School District 709, certain staff of Lake Superior College hired prior to July 1, 1995 who elected coverage by the Association, and the employees of the Association. At June 30, 2010, membership consisted of:

- Retirees and beneficiaries receiving benefits 1,295
- Terminated plan members entitled to, but not yet receiving benefits 1,022
- Active plan members $\underline{1,054}$ Total $\quad 3,371$


## Notes - Continued

## 3. Defined Benefit Plan (cont.)

## Pension Benefits

Association members may be eligible for benefits under three different plans depending on year of hire. Members in all three plans are covered by Social Security.

Old Plan - Covers members hired prior to July 1, 1981. Normal retirement benefits are earned at age 60, or if age plus service totals 90 . Benefits vest after 10 years or at age 60. The annual normal retirement benefit is equal to $1.45 \%$ of a member's high five-year average salary multiplied by the total years of credited service. Early benefits are available as early as age 55 with 10 or more years of credited service with a $.25 \%$ per month early retirement deduction under age 60. Old Plan members receive a benefit under Tier I or Tier II if that benefit is greater.

Tier I Plan - Covers all members hired before July 1, 1989. Normal retirement benefits are earned at age 65 or with 30 plus years of service over age 62, or if age plus service totals 90 . Retirement benefits vest after 3 years of service or at age 65. The annual retirement benefit is equal to $1.2 \%$ for each of the first ten years of service credit and $1.7 \%$ for each subsequent year of service credit multiplied by the high five years average salary. Early benefits are available as early as age 55 with three or more years of credited service or at any age with 30 or more years of credited service with a $.25 \%$ per month early retirement deduction under the normal retirement age. Tier I Plan members receive a benefit under the Tier II Plan if that benefit is greater.

Tier II Plan - Covers Association members hired after June 30, 1989. Normal retirement benefits are tied to the Social Security normal retirement age but cannot exceed age 66. Retirement benefits vest after 3 years or age 65 . The annual normal retirement benefit is equal to $1.70 \%$ for all years of credited service multiplied by the high five successive years average salary. Benefits are available as early as age 55 with three or more years of credited service with an actuarial equivalence early retirement reduction under full retirement age.

Under all plans, members may elect to receive their pension benefits in the form of a single-life annuity, a joint and survivor annuity, or a life and term certain annuity, and have the option of electing Social Security actuarial income leveling. Terminating members may receive a refund of their contributions with interest computed at 6\% or may elect an augmented deferred retirement benefit if retirement benefits have vested.

## Death and Disability Benefits

If active members die prior to the receipt of their first retirement allowance payment, death benefits are payable under each of the three plans. Active members who have not reached normal retirement age and have at least three years of credited service may receive a disability benefit upon becoming permanently disabled.

## Cost of Living Adjustment

Through June 30, 2010, a base 2\% cost-of-living adjustment (COLA) was payable to eligible benefit recipients each January 1. An additional percentage increase was added to the base 2\% COLA to the extent that five-year annualized investment returns exceeded the plan's 8.5\% actuarially assumed rate of interest, and to the extent that contribution rates were actuarially sufficient. Effective July 1, 2010 a COLA equal to the consumer price index (up to 5\%) is payable when the funding ratio using actuarial value of assets equals or exceeds $90 \%$. Until the $90 \%$ threshold is met, there will be a transitional COLA which provides for an adjustment based on the funding ratio using market value of assets: $2 \%$ when greater than $90 \%, 1 \%$ when greater than $80 \%$, otherwise $0 \%$.

## Funding

Benefit and contribution provisions are established by state law and may be amended only by the Minnesota Legislature. Minnesota Statutes, Section 354A. 12 set the rates for employee and employer contributions that, expressed as a percentage of annual covered payroll, are sufficient to cover administrative expense and to fully fund the pension plan by the year 2035. The requirement to reach full funding by the year 2035 is set in Minnesota Statutes, Section 356.215, Subd. 11. That statute also requires that assets in excess of the actuarial accrued liability be amortized as a level percentage of covered payroll over a rolling 30-year period. As part of the annual actuarial valuation, the actuary determines the sufficiency of the statutory contribution rates toward meeting the required full funding deadline. The actuary compares the actual contribution rate to a "required" contribution rate. The required contribution rate consists of: (a) normal costs based on entry age normal cost methods, (b) a supplemental contribution for amortizing any unfunded actuarial accrued liability (UAAL) by the required date for full funding, and (c) an allowance for administrative expenses. Administrative expenses are financed by employee and employer contributions.

For the fiscal year ended June 30, 2010, members were required to contribute $5.5 \%$ of their salaries to the Association. Employer contributions were 5.79\% of the members' salaries.

## Notes - Continued

## 3. Defined Benefit Plan (cont.)

## Funded Status and Funding Progress

The funded status as of July 1, 2010, the most recent actuarial date is as follows:

| Actuarial value of assets | $\$ 255,308,913$ |
| :--- | ---: |
| Actuarial accrual liability (AAL) | $312,649,572$ |
| Unfunded AAL (UAAL) | $57,340,659$ |
| Funded ratio | $81.7 \%$ |
| Annual covered payroll | $\$ 49,501,727$ |
| UAAL as a percentage of payroll | $115.8 \%$ |

The funded ratio increased $5.2 \%$ from the previous year. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents similar information but uses a multi-year format to show trend information. These trends indicate whether the actuarial value of plan assets are increasing or decreasing over time relative to the actuarial accrued liability for benefits. The trend information was obtained from the annual valuation report of independent actuary retained by the DTRFA.

Additional information as of the latest valuation follows:

- Valuation date $\qquad$ July 1, 2010
- Actuarial cost method...... Entry age normal
- Amortization method...... Level percent of payroll
-Amortization period.......... Closed, to June 30, 2035
- Inflation rate. $\qquad$ 4.5\%
- Asset valuation method: Actuarial value of assets is determined using the market value of assets adjusted by spreading over a five-year period the difference between the actual return on investments and the $8.5 \%$ assumed rate of return.
- Investment return: 8.5\%.
-No annual post-retirement adjustment.
- Projected salary increase: Total reported pay for the current fiscal year is increased annually for each future year according to an ultimate rate table which includes a 10-year select period.


## Note 4. Defined Contribution Plan

The Bond Fund, Equity Fund, and Money Market Fund were established to account for a voluntary tax deferred program which meets the requirements of section 403(b) of the Internal Revenue Code. Each fund has different investment objectives. Voluntary contributions may be made by eligible employees of Independent School District 709, subject to plan and Internal Revenue Code limitations. There are no employer contributions to these funds. Income tax on employee contributions and on associated earnings are deferred until amounts are withdrawn. Benefits are paid as lump-sum, or as periodic benefit payments, at the option of the participant based on the value of participant's account balance at the time of withdrawal. At June 30, 2010, there were 422 participants in the Bond Fund, 548 participants in the Equity Fund, and 331 participants in the Money Market Fund.

A summary of the unit values in the tax deferred program at June 30, 2010, is as follows:

|  | Bond Fund | Equity Fund | Money Mkt. Fund |
| :---: | :---: | :---: | :---: |
| Net assets | \$12,459,722 | \$20,247,166 | \$6,378,364 |
| Number of units | 986,275 | 2,761,151 | 2,374,101 |
| Net asset value per unit | \$12.6331 | \$7.3329 | \$2.6866 |

## Required Supplementary Information

## Schedule of Funding Progress

(Dollars in Thousands)

| Actuarial Valuation Date | Actuarial Value of Assets (a) | Actuarial Accrued Liability (AAL) <br> Entry Age <br> (b) | $\begin{aligned} & \text { Unfunded } \\ & \text { AAL } \\ & \text { (UAAL) } \\ & \text { (b-a) } \\ & \hline \end{aligned}$ | Funded Ratio (a/b) | Covered Payroll (c) | UAAL as Percentage of Covered Payroll ((b-a)/c) |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 7/1/05 | \$268,481 | \$310,924 | \$42,443 | 86.4\% | \$49,148 | 86.4\% |
| 7/1/06 | 270,926 | 322,229 | 51,303 | 84.1 | 49,522 | 103.6 |
| 7/1/07 | 288,265 | 332,217 | 43,952 | 86.8 | 50,789 | 86.5 |
| 7/1/08 | 298,067 | 363,044 | 64,977 | 82.1 | 51,711 | 125.7 |
| 7/1/09 | 279,256 | 364,811 | 85,555 | 76.6 | 51,019 | 167.7 |
| 7/1/10 | 255,309 | 312,650 | 57,341 | 81.7 | 49,502 | 115.8 |
|  |  |  | (unaudited) |  |  |  |

## Schedule of Contributions From Employers and the State of Minnesote

| Year <br> Ended <br> June 30 |
| :---: |
| 2005 |
| 2006 |
| 2007 |
| 2008 |
| 2009 |
| 2010 |

(Dollars in Thousands)

| Annual |  |  |  |
| :---: | :---: | :---: | :---: |
| Required | Actual | Employer | Additional |
| Employer | Employer | Percentage | State |
| Contributions | Contributions | Contributed | Contributions |
| \$ 3,028 | \$ 2,846 | 94.0\% | - |
| 3,982 | 2,867 | 72.0 | - |
| 4,736 | 2,941 | 62.1 |  |
| 4,560 | 2,994 | 65.7 | - |
| 5,170 | 2,954 | 57.1 | \$346 |
| 5,922 | 2,866 | 48.4 | 760 |
| required contribution is actuarially determined based on projected payroll. <br> ployer is required by statute to contribute $5.79 \%$ of payroll to the Pension Fund. ing in 2009, the State of Minnesota began making additional payments directly to the Fund. The employer and the State made all the contributions required by statute. |  |  |  |
|  |  |  |  |

## Other Required <br> Supplementary Information

## Actuarial Methods and Assumptions

The actuarial accrued liability is determined as part of an annual actuarial valuation. Significant methods and assumptions are:

- The most recent actuarial valuation date is July 1, 2010.
- Actuarial cost is determined using the Entry Age Normal Actuarial Cost Method.
- The amortization method assumes a level percentage of an increasing payroll using a payroll growth assumption of 4.5\%.
- The amortization period is closed. The date to amortize an unfunded actuarial accrued liability is June 30, 2035. Assets in excess of the actuarial accrued liability will reduce current contribution requirements as a level percent of pay over a rolling 30-year period.
- The investment rate of return is $8.5 \%$.
- No post-retirement adjustment.
- Actuarial value of assets is determined using the market value of assets adjusted by spreading over a five-year period the difference between the actual return on investments and the $8.5 \%$ assumed rate of return.
- A rate of inflation of $4.5 \%$.
- Salary increases are based on a select and ultimate table, with a ten-year select period. For service from hire through 7 completed years, an $8.0 \%$ salary increase is assumed. With 8 completed years, a $7.25 \%$ increase is assumed. With 9 completed years, a $6.5 \%$ increase is assumed.
- Mortality rates using the 1994 Group Annuity Mortality Table, set back 2 years for pre and post-retirement.


## Significant Changes to Plan Provisions and Actuarial Methods \& Assumptions - Last 6 Years

- Actuarial Assumption Changes:
- Payroll growth assumption changed from $5.0 \%$ to $4.5 \%$.
- Salary assumptions, based on a select and ultimate table, were changed after age 50 . Ultimate rates at age 55 changed from $5.0 \%$ to $4.5 \%$; at age 60 changed from $5.0 \%$ to $4.0 \%$; at age 65 changed from $5.0 \%$ to $3.5 \%$.
- Direct state funding restored. First payment of \$346,000 was paid October 1, 2008.
- Mortality table changed to 1994 Group Annuity Mortality Table, set back 2 years.
- Disabled lives mortality table changed to the Disabled Eligible for Social Security Disability-ERISA Sec. 4044 for 2006 for ages 54 and younger, graded between ages 55 and 64, and the Group Annuity Mortality Table set back two years for ages 65 and older.
- Retirement rates changed: from $10 \%$ at age 55 to age 60 , to $15 \%$; from $20 \%$ at age 65 to $45 \%$; from graded rates at age 70 to age 80 , to $100 \%$.
- Withdrawal select period rates changed: first year from $40 \%$ to $60 \%$; second year from $10 \%$ to $20 \%$; third year from $6 \%$ to $15 \%$.
- Form of annuity selected, male: $30 \%$ elect $50 \%$ joint $\&$ survivor option; $40 \%$ elect $100 \%$ joint $\&$ survivor option.
- Form of annuity selected, female: $15 \%$ elect $50 \%$ joint \& survivor option; $15 \%$ elect $100 \%$ joint $\&$ survivor option.

2010 - Changes to Plan Provisions:

- Employee contribution rate scheduled to change from 5.5\% to 6.0\% on July 1, 2011, then to 6.5\% on July 1, 2012.
- Employer contribution rate scheduled to change from $5.79 \%$ to $6.29 \%$ on July 1, 2011, then to $6.79 \%$ July 1, 2012.
- Automatic cost of living adjustment replaced with one based on the funding ratio of the plan, effective July 1, 2010.
- Vesting will increase from 3 years to five years for employees hired after June 30, 2010.
- Interest paid on refunds will be reduced from $6.0 \%$ to $4.0 \%$, effective July 1, 2010.
- The rate of augmentation for all deferred accounts will be lowered to $2.0 \%$, effective July 1, 2012.


## Schedule of Investment \& Administrative Expenses

## For the Year Ended June 30, 2010

|  | Pension Trust Funds |  |  |  | Total |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  | Defined Benefit Plan | Defined Contribution Plan |  |  |  |
|  | Pension Fund | Bond <br> Fund | Equity Fund | Money Mkt Fund |  |
| Investment Expenses |  |  |  |  |  |
| Salaries | \$30,608 |  |  |  | \$30,608 |
| Payroll taxes | 2,132 |  |  |  | 2,132 |
| Group insurance | 3,645 |  |  |  | 3,645 |
| Legal | 12,178 |  |  |  | 12,178 |
| Investment management | 1,078,910 |  | \$81,969 |  | 1,160,879 |
| Investment advisor | 81,720 | \$4,273 | 8,098 | \$3,409 | 97,500 |
| Custodial bank fees |  | 2,500 | 9,072 |  | 11,572 |
| Total investment expenses | \$1,209,193 | \$6,773 | \$99,139 | \$3,409 | \$1,318,514 |
| Administrative Expenses |  |  |  |  |  |
| Personnel |  |  |  |  |  |
| Salaries | \$218,834 | \$17,352 | \$27,113 | \$9,761 | \$273,060 |
| Payroll taxes | 16,680 | 1,306 | 2,041 | 735 | 20,762 |
| Group insurance | 28,401 | 2,050 | 3,202 | 1,153 | 34,806 |
| Total personnel expenses | 263,915 | 20,708 | 32,356 | 11,649 | 328,628 |
| General expenses |  |  |  |  |  |
| Bank charges | 11,988 |  |  | 65 | 12,053 |
| Data processing | 3,972 | 207 | 225 | 193 | 4,597 |
| Depreciation | 24,261 | 888 | 1,387 | 500 | 27,036 |
| Dues and periodicals | 4,364 |  |  |  | 4,364 |
| Insurance | 3,327 |  |  |  | 3,327 |
| Meetings, conventions \& travel | 30,368 |  |  |  | 30,368 |
| Printing, postage \& office supplies | 12,832 | 438 | 617 | 355 | 14,242 |
| Real estate taxes | 14,181 |  |  |  | 14,181 |
| Repairs and service contracts | 2,750 |  |  |  | 2,750 |
| Supplies - building | 15,885 |  |  |  | 15,885 |
| Utilities and telephone | 11,158 |  |  |  | 11,158 |
| Other | 2,369 |  |  |  | 2,369 |
| Total general expense | 137,455 | 1,533 | 2,229 | 1,113 | 142,330 |
| Professional fees |  |  |  |  |  |
| Actuarial | 52,575 |  |  |  | 52,575 |
| Auditing and accounting | 49,846 | 3,775 | 6,438 | 2,885 | 62,944 |
| Legal | 1,881 |  |  |  | 1,881 |
| Total professional fees | 104,302 | 3,775 | 6,438 | 2,885 | 117,400 |
| Total administrative expenses | \$505,672 | \$26,016 | \$41,023 | \$15,647 | \$588,358 |

