

PROPOSED AGENDA
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION
Finance and Audit Committee
September 17, 2019

DATE: September 17, 2019
TIME: 10:30 a.m.
PLACE: Windmill Library, Meeting Room 2
7060 W. Windmill
Las Vegas, NV 89113

Conference Call
877.658.5107
Passcode: 570294#

- I. Roll Call
- II. Public Comment

Topics raised under this item must be limited to matters on today's agenda. Persons wishing to speak in public comment must sign in on the sign-in sheet before this item is addressed. The public comment period at Library Foundation board committee meetings shall be limited to a maximum of forty-five (45) minutes for both periods of public comment. Remarks by speakers during the public comment period shall be limited to three (3) minutes, each. A speaker may not transfer time to another speaker; although, the chair has the authority to grant additional time to a speaker. When more than fifteen (15) people wish to comment, the chair shall proportionately reduce the time allotted to the forty-five minute maximum.

- III. Committee action to accept Proposed Agenda
- IV. Committee discussion and action on review Investment Management Decision Matrix and make a recommendation on the Foundation's investment management firm.
- V. Announcements
- VI. Public Comment

Topics raised under this item cannot be acted upon until the notice provisions of the open meeting law have been met. Persons wishing to speak in public comment must sign in on the sign-in sheet before this item is addressed.

- VII. Adjournment

NOTE: AT ANY TIME, ANY ITEM ON THIS AGENDA MAY BE TAKEN OUT OF ORDER, COMBINED WITH ONE OR MORE OTHER ITEMS ON THE AGENDA OR REMOVED FROM THE AGENDA, EITHER AT THE DISCRETION OF THE CHAIR OR BY VOTE OF THE BOARD.

NOTE: REASONABLE EFFORTS WILL BE MADE TO ASSIST AND ACCOMMODATE PERSONS WITH PHYSICAL DISABILITIES DESIRING TO ATTEND THE MEETING. PLEASE CALL SHERRY WALKER AT (702) 507-6183 SO THAT ARRANGEMENTS FOR ATTENDANCE MAY BE MADE.

NOTE: PLEASE CONTACT SHERRY WALKER AT (702) 507-6183 OR walkers@lvccld.org TO REQUEST THE SUPPORTING MATERIAL FOR THIS MEETING. SUPPORTING MATERIAL WILL BE MADE AVAILABLE AT THE MEETING LOCATION ON THE DAY OF THE MEETING AFTER 3:00 P.M.

Pursuant to NRS 241.020, written notice of the meeting of the Las Vegas-Clark County Library District Foundation Board of Directors was given on Wednesday, September 11, 2019, at least three (3) working days before the meeting, including in the notice the time, place, location and agenda of the meeting:

- A. By delivering a copy of the notice to each Foundation Board Member;
- B. By posting a copy of the notice at the principal office of the Foundation, or if there is no principal office, at the building in which the meeting is to be held, and at least three other separate, prominent places within the jurisdiction of the Foundation, to wit:
 1. Clark County Library
1401 E. Flamingo Road
Las Vegas, NV 89119
 2. Enterprise Library
25 E. Shelbourne Ave.
Las Vegas, NV 89123
 3. West Charleston Library
6301 W. Charleston Boulevard
Las Vegas, NV 89146
 4. Windmill Library
7060 W. Windmill Lane
Las Vegas, NV 89113
 5. Las Vegas-Clark County Library District Foundation website
www.lvccldfoundation.org
 6. Nevada Public Notice Website: <https://notice.nv.gov/>
- C. By mailing a copy of the notice to each person, if any, who has requested notice of the meetings of the Las Vegas-Clark County Library District Foundation Board of Directors in the same manner in which notice is requested to be mailed to a member of the Library Board of Directors.

Decision Matrix

	Weight	Goldman Sachs	NSB/Zions	TD Ameritrade
Product				
Gross Yield	%	2.28%	2.11%	2.05%
Net Yield	%	2.10%	1.88%	1.90%
Fees	%	0.18%	0.23%	0.15%
Liquidity (e.g. meets liquidity needs)	2	5	5	5
Quality (e.g. rated AA)	5	5	5	5
Risk/Capital Preservation	5	5	5	5
Transferrability of Current Investments	5	1	5	5
Investment Options	5	1	5	5
Service				
Professional guidance	5	5	3	5
Experience with non-profit investments	2	2	4	3
Customer support	5	3	3	3
General and Admin.				
Dedicated relationship contact	5	4	4	4
On-line accessibility	5	5	5	5
Audit reporting	5	5	5	5
Accounting reporting	5	5	5	5
Administrative security (e.g. Dual Approver, Restricted With	5	5	5	5
Ease of doing business	5	5	4	4
Community Focus				
Local community partner	3	3	4	3
Existing relationship factor	2	3	3	3
Conflicts of Interest	5	5	5	5
Weight Score		299	331	336

Date: September 17, 2019
To: LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT FOUNDATION
AUDIT AND FINANCE COMMITTEE
From: Jane Mac, Treasurer
Subject: Investment Advisor Recommendation

The purpose of this memorandum is to document the results of an evaluation of investments advisors for the Las Vegas Clark County Library District Foundation ("Foundation") and make a recommendation to the Board of Directors to select TD Ameritrade/Windsor Capital Management, LLC ("TDA") as the Foundation's investment advisor.

Certain members of the Audit and Finance Committee and Foundation management participated in presentations with three advisor candidates from August 6, 2019 through September 6, 2019.

The advisors considered were: Nevada State Bank/Zions Bank ("Zions"), Goldman Sachs, and TDA.

The factors evaluated included: product, service, general and administrative, and community focus. Specific criteria related to each of these factors is documented in the accompanying scorecard.

This memorandum should be read in connection with the accompany scorecard.

Yield

Interest rates during the evaluation period were tumultuous and were reflected in the gross yield/net yield estimates provide by the advisors. The evaluation group determined that the gross yield that may be earned by the Foundation's portion would be essentially the same amongst the candidates due product restrictions imposed by the terms of the Endowment Management Agreement between the Library District and the Library Foundation and the board-adopted Foundation Investment Policy.

Fees

The fees proposed TDA were the most competitive at 0.15% of the managed portfolio. TDA also offered to provide the Foundation a one-time cash bonus of \$5,000 upon opening a new account and selecting TDA as the advisors.

Transferability of Current Investments

Zions and TDA were scored a 5 out of 5 on the Transferability of Current Investments factor. Both of these candidates will accept the current portfolio of CDs and cash. Goldman Sachs would require the Foundation to make a cash deposit. Brokered CDs would not be accepted by Goldman Sachs. The Foundation could either liquidate the current CD holdings or hold current investments until maturity and deposit cash as the CDs mature.

Investment Options

Zions and TDA were scored a 5 out of 5 on the Investment Options factor. Both of these candidates offer a variety of investment products (i.e. U.S. Treasuries, U.S. agency debt, CDs, equities, etc.). Zions

and TDA are well positioned to offer a diversity of investment products if the Foundation is granted an endowment without restrictions. Based on the Foundation's current portfolio balance, Goldman Sachs investment options are limited to government money market funds. The investment minimum for access to longer-term options is \$50 million.

Professional Guidance

Goldman Sachs and TDA were scored a 5 out of 5 on the Professional Guidance factor. Both of these candidates had strong presentations that demonstrated the advisors' understanding and professional competency.

Experience with non-profit investments

Zions scored the highest in this category as they explicitly stated they have experience working with the non-profit sector. Experience with non-profits is not a critical factor as investment strategies for a conservative portfolio is not significantly impacted by the non-profit status.

Customer Support

This factor was rated equally amongst all three candidates.

General and Administrative

Many of the factors in this category were evaluated on a binary basis: 5 = the feature is offered or 1 = the feature is not offered. This was the most reasonable approach given the constraints of the evaluation group.

Dedicated Relationship Contact

Each of the advisor candidates provided a name of an individual who would be assigned to the Foundation's account and serve as the dedicated contact. None of the contacts are based in Las Vegas. All contacts are based in nearby cities. The investment advisor relationship will be maintained through email/telephone and in-person visits, upon request.

Local community partner

NSB is the only Nevada based organization.

Existing relationship factor

This factor was rated equally amongst all three candidates. The Foundation does not have a current business relationship with any of the advisor candidates. The Foundation has a banking relationship with NSB. However, NSB's role in the investment advisor relationship is expected to be minimal.

Conflicts of Interest

No conflicts of interests were identified for any candidates.