



# Shelby County Government

LEE HARRIS  
MAYOR

January 12, 2023

**RE: RETIREMENT BOARD MEMBER ELECTION – JANUARY 27, 2:30PM**

Dear Elected Official:

I am writing to advise you that it is time to elect a new member to the Retirement Board. This board administers the constituent retirement plans and makes investment decisions and recommendations regarding the County's retirement plan. The Retirement Board meets every second Tuesday of the month at 10:00 AM on the 5th floor of 160 North Main Street. The board is comprised of 14 voting members, including one elected official. The Administration and Trust Agreement of the Shelby County, TN Retirement System which defines the members who will serve on the Retirement Board states in part:

*1.1 Composition of the Board...The members of the Board shall consist of the following persons:*

*(e) a popularly elected full-time County official who is elected by majority vote of popularly elected County officials who shall serve for the period of his/her popularly elected term.*

At the present time, the Elected Official's position is vacant on the Retirement Board. As such, it is necessary as Chair of the Board to convene a meeting of full-time Elected Officials on January 27th at 2:30 PM for the sole purpose of electing an official to serve in this capacity. The meeting will be held in the 5th floor conference room of 160 North Main Street, Memphis, TN 38103.

The selection will be made by a majority vote of the elected officials who attend the meeting. The selected elected official will become a Retirement Board member for the duration of their elected term. It is vital that whoever is selected to serve plans to attend all meetings as a quorum is required before the board may proceed with the order of business. Because the board member is not a mayoral appointment, County Commission approval is not required. This meeting and vote are subject to state "Sunshine" laws and require proper notice given to the public.

Thank you for your continued service to Shelby County and for your cooperation in ensuring we have a full Retirement Board complement to properly conduct the affairs of the Retirement System. Please feel free to reach out to me or my Senior Policy Advisor, Jerri Green, at [jerri.green@shelbycountyttn.gov](mailto:jerri.green@shelbycountyttn.gov) or 901-222-2056, if you need any other information or if we can be helpful in anyway.

All the best,



Lee Harris  
Mayor

LH/jg

cc: Members of the Shelby County Retirement Board  
Marlinee Iverson, County Attorney  
Harold Collins, Chief Administrative Officer, County Mayor's Office  
Human Resources Retirement Office