

# Investment Policy Statement

for

THE FRIENDS OF THE NEWBURYPORT PUBLIC LIBRARY

Adopted May 20, 2015; Revised January 25, 2017

Name:	Friends of the Newburyport Public Library
Fiduciary Responsibility:	<p>The Board of Directors of The Friends of the Newburyport Public library are mindful of the fiduciary standard adopted in Massachusetts as reflected in 22 M.G.L. 180A sec. 8, the Uniform Management of Institutional Funds Act states that:</p> <p>“No member of the governing board shall be liable for any action taken or omitted with respect to such appropriation or accumulation of with respect to the investment of institutional funds, including endowment funds, under the authority granted in this chapter, if such member shall have discharged the duties of his position in good faith and with the degree of diligence, care and skill which prudent men would ordinarily exercise under similar circumstances in a like position.”</p>
Source of Funds:	Investments of The Friends of the Newburyport Library are unrestricted funds from donations and fundraising.
Investment Objective:	<p>Growth &amp; Income.</p> <p>Growth of total returns to fund the spending policy.</p>

Spending Policy: The Spending Policy of The Friends of the Newburyport Public library is to allocate for spending an amount not to exceed 5% of the rolling average of the portfolio for the trailing 12 month period. Other spending for specific library projects and improvements must be approved by the Board.

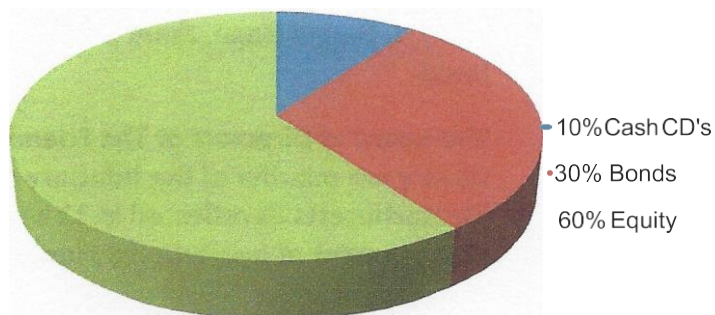
Investment Focus& Target Return: Income, Safety/Capital Preservation, Liquidity, Growth of 3%to 7%/year average over three-year time frame.

Time Horizon: 10+ Years

Risk Tolerance: Moderately Conservative to Moderate

Asset Allocation: Target Range: Moderately Conservative to Moderate

### Asset Allocation



Rebalancing Procedures: This portfolio will be reviewed a minimum of 4 times per year and rebalanced a minimum of 1 time per year. (More often as needed.)

Cash Limits: A minimum of \$35,000 or 10% of total assets will be held in cash/cash equivalents.

Restrictions: Investment management has trading discretion except for the following restrictions: Maximum 90% Bond/debt position. (0 -100% range) Maximum 60% Equity position. (0 - 60% range)

IPS Review Frequency: Annually reviewed by the Investment Committee

Meeting Frequency: Quarterly meetings between Investment Committee and investment managers.