# Madison Symphony Orchestra Foundation Inc. Statement of Investment Policy Dated June 21, 2017

#### 1. General Information

The purpose of this statement of investment policy is to ensure that all involved parties have a clear understanding of the investment guidelines, goals and objectives for the assets of Madison Symphony Orchestra Foundation Inc. (the "Foundation"). Further, this policy establishes the investment horizon for the Foundation portfolio, defines and assigns the responsibilities of all involved parties, and clearly defines the parameters and limitations regarding the investment of the Foundation's assets. It is intended to be sufficiently specific to be meaningful, yet flexible enough to be practical.

# II. Delegation of Authority

The Board of Directors of the Foundation (the "Board") shall invest the assets of the Foundation in a reasonable and prudent manner pursuant to this policy. The Board has the authority to outsource the investment management of the Foundation assets to a qualified investment advisor. The definition of a qualified investment advisor is a corporation that is a registered investment advisor under the Investment Advisors Act of 1940, has been in existence for at least 10 years, and has a minimum of \$10 billion under management. The Board shall select a qualified investment advisor as the Foundation's investment manager and enter into an agreement with the investment manager. The investment manager shall submit in writing its acceptance of responsibility as a fiduciary.

## III. Investment Objective

The long-term investment objective of the Foundation's portfolio is growth, while also avoiding excessive risk to principal. The long-term targeted total return for the Foundation's portfolio is at least five percent per annum plus the rate of inflation measured by the Consumer Price Index. In keeping with this objective, the Foundation's assets shall be invested in accordance with the standard of care described in Wisconsin Statutes, Sections 881.01, the Uniform Prudent Investor Act, which requires care, skill, prudence and diligence in the decision-making process. Further, while the Board understands the inherent risk associated with an investment portfolio, unnecessary levels of risk should be avoided, and sound asset allocation policies and investment diversification are required to reduce the overall risk profile of the portfolio.

## IV. Asset Allocation

Given the long-term investment horizon of the Foundation, the Board has established the following strategic asset allocation targets and ranges for the management of the Foundation's portfolio.

|                         | Target | Range    |
|-------------------------|--------|----------|
| Cash Equivalents        | 5%     | 0% - 25% |
| Fixed Income            | 25%    | 15%-35%  |
| Equity and Alternatives | 70%    | 60%-80%  |

In determining the asset allocation in any given time period, the investment manager shall assess the relative risk/return of each asset class, analyzing factors including general economic conditions, anticipated future changes in interest rates, and the outlook for the various asset classes.

Further, to limit the volatility of returns as measured by standard deviation and to increase the potential for higher long-term returns, the following equity capitalization targets and ranges have been established as a percentage of the equity portion of the portfolio.

|                         | Target | Range   |
|-------------------------|--------|---------|
| Large Cap               | 55%    | 45%-65% |
| Mid/Small Cap           | 20%    | 10%-30% |
| International           | 25%    | 15%-35% |
| Alternative Investments | 0%     | 0%- 10% |

In addition to the equity capitalization decision, the investment manager shall also diversify the equity portfolio by investment style, for example, growth, value, and core, and adjust the portfolio accordingly given market conditions and anticipated trends. The investment manager has the latitude to position the portfolio with a style tilt while remaining within the equity ranges specified above.

#### V. Allowable Investments

### Fixed Income

The objective of the fixed income portion of the portfolio is to outperform the Barclay's Gov/Credit Intermediate Bond Index over a market cycle. In meeting this objective, the portfolio shall be invested according to the following parameters. Acceptable investments include:

- Securities of the U.S. Government, its agencies and sponsored organizations.
- Repurchase agreements 100% collateralized by such securities.
- Money market mutual funds which meet the guidelines of SEC rule 2a-7.
- Money market securities which meet the SEC rule 2a-7 definition of top tier, or if unrated, are deemed equivalent to top tier by the investment manager.
- Fixed income securities with a minimum rating of investment grade at time of purchase by at least one NRSRO, or if unrated, deemed equivalent to investment grade by the investment manager.
- Shares of open end investment companies (mutual funds) and Exchange Traded Funds (ETFs)
  which are consistent with the overall objectives of this policy and are substantially invested in
  accord with the parameters of this policy.

In the event a security is downgraded below investment grade, the investment manager shall notify the Foundation as to the status of the security and the investment manager's outlook within ten business days of the downgrade action.

Total fixed income exposure to any single issuer that is not a government or government agency shall be no more than 5% of the total fixed income portfolio.

No more than 30% of the total fixed income portfolio shall be invested in any single sector of the corporate bond market, which includes industrial, utility, finance and international sectors, among others.

The weighted average maturity of the fixed income portfolio shall not exceed ten years. Individual fixed income securities will have maturities of thirty years or less. For the purpose of this policy, "maturity" is defined as final payment for conventional debt securities or "average life" for securities which have periodic principal paydowns throughout the life of the security.

Up to 10% of the fixed income portfolio may be invested in mutual funds or ETFs specializing in bonds of foreign issuers. In addition, up to 10% of the fixed income portfolio may be invested in mutual funds or ETFs specializing in fixed income securities rated below investment grade.

The average duration of the portfolio shall not exceed+/-25% of the average duration of the Barclay's Intermediate Gov/Credit Bond Index.

## Equity

The objective of the equity portion of the portfolio is to outperform a blended benchmark representative of the range of equity investments. In meeting this objective, the equity portfolio is to be invested according to the following parameters. Acceptable investments include:

- Common stock, ADRs or securities convertible into common stock meeting the investment criteria established by the investment manager.
- Shares of open end or closed end investment companies (mutual funds) and exchange traded funds which are substantially consistent with the overall objectives of the policy.

Equity securities of an individual corporation may not exceed 5% of the total market value of the equity portfolio at time of purchase.

No more than 25% of the equity portion of the portfolio may be invested in an industry group.

Investments in international equities shall be through international or global mutual funds, through exchange traded funds with a primary focus on stocks of companies located outside the United States, or through separately managed portfolios of qualified investment advisors with at least five years' experience in managing international equity securities.

No call options or financial futures shall be purchased unless approved in writing by the Board and found to be acceptable given the goals and objectives of the Foundation. The sale of covered call options or the purchase of put options may be used by the investment manager as a hedging strategy.

Acceptable alternative investments include the following: Real Estate Investment Trusts (REITs) and other Real Estate focused mutual funds, Exchange Traded Funds or Notes; Commodity related mutual funds and Commodity based Exchange Traded Funds or Notes which invest in assets designed to track the behavior of a commodity or commodity index, or which represent actively

managed commodity exposure; and any other alternative investment or category of alternative investment that has the prior written approval of the Board. Such alternative investments shall be made in securities and funds which are readily marketable on a national securities exchange or which trade regularly in the over the counter market. No more than 3% of the market value of the equity portion of the portfolio may be invested in a single alternative investment.

## VI. Transactions

The investment manager shall execute all transactions as efficiently as possible. The investment manager shall, at all times, be guided by the principle of "best execution", and shall maintain the Foundation's best interests as the primary consideration.

### VII. Performance Evaluation

To support the Foundation's long-term horizon, the objective of the portfolio is to outperform a composite comprised of the indices specific to each asset class as detailed in this policy. This objective should be met over a market cycle, defined as a period of approximately three to five years. The performance comparison composites are incorporated into this Policy as Addendum A. The Addendum may be changed from time to time to align the performance comparisons with the investment strategies employed by the investment manager.

The Board or its designee shall review investment performance no less than quarterly to ensure adequate and appropriate oversight of the investment manager. Additionally, the Board or its designee shall meet with the investment manager no less than two times per year. At these meetings, the investment manager shall provide a written report detailing performance for the most recent period, as well as a current outlook for the economy and its impact on the equity, alternative; and fixed income markets.

If the performance objective is not met, the Board shall review the specific reasons for underperformance and institute corrective actions to benefit the Foundation.

#### VIII. Investment Policy Review and Change Procedures

The Board shall review this Statement of Investment Policy at least annually.

Changes to this Statement of Investment Policy require the approval by a vote of the Board and shall be communicated to the investment manager in writing.

This Statement of Investment Policy and the attached Addendum A have been approved by a vote of

the Board.

President,

Secretary

Date

Date

## Madison Symphony Orchestra Foundation Inc.

# Statement of Investment Policy Addendum A June 21, 2017

1. The primary performance benchmark for the Foundation's investment portfolio shall be a blended composite of the following industry standard indices:

90 Day T-Bill (5% weight)
Barclay's Intermediate Gov/Credit Bond Index (25% weight)
Standard & Poor's 500 Index (39% weight)
Russell 2500 Index (14% weight)
MSCI EAFE International Stock Index (17% weight)

Secretary

2. Secondary comparison shall be made to the performance of the Lipper Allocation Moderate Average Index.

This Addendum A has been approved by vote of the Board.

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