

# The Woodstock Foundation, Inc. 403(b) Plan

## PLAN HIGHLIGHTS

<b>Who is eligible to join the plan?</b>	All employees are generally eligible to participate in the Plan.
<b>How do I join the plan?</b>	Visit the administrative officer (currently Marian Koetsier) to obtain an Enrollment and Beneficiary Designation Form.
<b>How much of my pay may I contribute to the plan?</b>	Contributing to the plan is made easy by way of automatic payroll deduction. You may elect to defer from 0% to 100% of your Compensation up to the IRS limit. You may elect to change your elections to contribute to the Plan as of each pay period. If you are at least age 50 or older, you may also contribute an additional catch-up contribution after reaching the IRS limit. (See the reverse side for current IRS maximum annual Employee Deferrals and Catch-Up Contribution limits.) When you save through the 403(b) Plan pre-tax, you pay less in current Federal and State income taxes because your taxable income is less. Taxes are postponed until you withdraw your account balance. You are always 100% vested in the value of your pre-tax contributions to the Plan.
<b>Will the Foundation make Matching contributions to my account?</b>	If you are eligible, the Foundation will make Matching Contributions on your behalf in an amount equal to 100% of your contributions that are not in excess of 3% of your Compensation. The total amount of Matching Contributions made on your behalf will not exceed \$3,000 per year.
<b>Foundation Non-Elective Contribution</b>	If you are eligible, the Foundation may, in its sole discretion, make a Non-Elective Contribution on your behalf in an amount determined by the Foundation. Such contribution, if made, will be allocated in the following manner: 4% of compensation to a maximum of \$2,000 per year.
<b>Who is eligible for Foundation Matching or Non-Elective Contributions?</b>	Eligible Employee as relates to Foundation contributions is defined as employees not accruing service credits in the Retirement Income Plan for Employees of The Woodstock Foundation, Inc. (i.e., the Defined Benefit Pension Plan) and who work more than 1,000 hours per year and are not eligible for the Woodstock Foundation, Inc. 457(b) plan.
<b>Vesting</b>	You are always 100% vested in the money you contribute to the plan, including any rollover contributions. Vesting in Employer Matching and Non-Elective Contributions are determined as follows: Less than 2 Years of Service = 0% 2 Years of Service = 25% 3 Years of Service = 50% 4 Years of Service = 75% 5 Years of Service = 100% A Year of Service will be credited upon completion of 1,000 Hours of Service.
<b>What Are My Investment Options?</b>	You may invest all contributions made to the Plan on your behalf in any of the Funds offered under the Plan. See your Enrollment packet for an overview of available funds and how to make selections based on your personal investment profile. If you do not make an investment election, your contributions will be invested 100% in the appropriate T. Rowe Price Target Date Fund based on your Normal Retirement Date. Your Normal Retirement Date is the date on which you reach age 65.
<b>Can I transfer my fund balances between investment options?</b>	Yes, transfers of your balances among the investment choices in the Plan are allowed once per calendar month via the Plan web site at <a href="http://www.pensionedge.com">www.pensionedge.com</a> or on the voice response system.
<b>Can I transfer money accumulated from another plan to this 401(k) Plan?</b>	Yes, rollovers are accepted from qualified retirement plans including 403(b), 401(k), 457, and from IRA's.
<b>Can I take money out of the plan before I retire?</b>	Yes, there are several reasons that you may withdraw your money before retirement. <b>In-Service Withdrawals</b> – at age 59½, you may withdraw your Account Balance for any reason. You may withdraw your Rollover Account at any time. <b>Hardship</b> Prior to age 59½, you may withdraw funds in the event of qualified hardship as permitted by the safe harbor hardship provisions. If you take a hardship withdrawal, you will be suspended from making salary deferrals for 6 months. <b>Death</b> – If you die, your beneficiaries can withdraw your Account Value. <b>Disability</b> - You may withdraw funds in the event of Total & Permanent Disability. <i>* Tax Withholding - For any withdrawal, you will owe both state and federal income tax and a 10% penalty if you are under age 59 1/2.</i> <b>Loans</b> – You may take a loan up to 50% of your vested account balance. The minimum loan is \$1,000. A Loan set-up fee of \$150.00 will be deducted from your account at the time you take the loan. You may have one (1) loan outstanding at a time. The loan interest rate is the Prime Interest Rate plus 1%.
<b>What happens if I terminate employment with the Foundation?</b>	If you leave employment with the Foundation, your vested account value will be paid to you as soon as possible following the distribution request date. There are a few options available for the distribution of your vested account value. You may rollover your account to your new employer's Plan or to a Rollover IRA account. You may withdraw Rollover account funds at any time. Vested Balances under \$1,000 may be paid out automatically to terminated participants. Vested balances over \$1,000 but less than \$5,000 may be automatically rolled to a Schwab IRA if no distribution election is made. The normal form of payment is Lump sum payment ( <i>* which will be subject to Federal and State income taxes and possibly a 10% penalty for the year in which the account was paid out</i> ).
<b>How do I get Account Information and investment performance?</b>	You will receive a quarterly statement at your home showing investment allocation, performance, and beginning and ending balances. To request changes to your account, call the Voice Response System, 800-878-2416, or visit PensionEdge at <a href="http://www.pensionedge.com">www.pensionedge.com</a> . To leave a message for a Service Representative, you may call 1-866-495-3548. Your call will be returned within 24 hours.



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## 2020 Retirement Plan Limits

The Internal Revenue Service has published the cost of living adjustments (COLA) applicable to dollar limitations for employer-sponsored retirement and welfare plans, indicating adjustments for the 2020 tax year.

Contribution and benefit limits effective January 1, 2020 are as follows:

	2020	2019	2018	2017
<b>Defined Benefit maximum</b>	<b>\$230,000</b>	\$225,000	\$220,000	\$215,000
<b>Defined Contribution maximum</b>	<b>\$57,000</b>	\$56,000	\$55,000	\$54,000
<b>Maximum employee pre-tax contribution</b> (pre-tax plus Roth combined)				
401(k), 403(b) and most 457 plans	<b>\$19,500</b>	\$19,000	\$18,500	\$18,000
Simple 401(k)	<b>\$13,500</b>	\$13,000	\$12,500	\$12,500
<b>Maximum employee catch-up contribution</b> (pre-tax plus Roth combined) (available for people over age 50.)				
401(k), 403(b) and most 457 plans	<b>\$6,500</b>	\$6,000	\$6,000	\$6,000
Simple 401(k)	<b>\$3,000</b>	\$3,000	\$3,000	\$3,000
<b>Compensation cap</b>	<b>\$285,000</b>	\$280,000	\$275,000	\$270,000
<b>Highly compensated threshold</b>	<b>\$130,000</b>	\$125,000	\$120,000	\$120,000
<b>Key employee threshold</b>	<b>\$185,000</b>	\$180,000	\$175,000	\$175,000
	<b>2020</b>	<b>2019</b>	<b>2018</b>	<b>2017</b>
<b>Old age &amp; disability</b>	<b>\$137,700</b>	\$132,900	\$128,400	\$127,200
<b>Medicare</b>	<b>No Max.</b>	No Max.	No Max.	No Max.

Plan sponsors should use this information to update payroll and plan administration systems. Please contact your H&H consultant with questions or to learn more about how these updates apply to your plans.