



# NORTH MAINE FIREFIGHTERS' PENSION FUND

9301 POTTER ROAD, DES PLAINES, IL 60016



## NORTH MAINE FPD FIREFIGHTERS' PENSION FUND BOARD OF TRUSTEES MINUTES OF A REGULAR MEETING FEBRUARY 5, 2019

The regular meeting of the North Maine FPD Firefighters' Pension Fund Board of Trustees was held on Tuesday, February 5, 2019 at 6:30 p.m. located at the North Maine Fire Protection District Headquarters, 9301 Potter Road, Des Plaines, Illinois for the purpose of conducting regular business, pursuant to notice.

**CALL TO ORDER:** Trustee Ruzs called the meeting to order at 6:40 p.m.

**ROLL CALL:**

**PRESENT:** Trustees Dagmar Rutzen, James Sackley (*arrived at 6:45 p.m.*), Nicholas Ruzs, Robert McKay, and Alan Altschul

**ABSENT:** None

**ALSO PRESENT:** Ted Kirpach, and Patrick Swaney, MB Financial; Cary Collins, Collins & Radja; Michelle Rice and James Ritchie, Lauterbach & Amen, LLP (L&A)

**PUBLIC COMMENT:** There were no public comments.

**APPROVAL OF MEETING MINUTES:** *November 6, 2018 Regular Meeting:* The Board reviewed the minutes from the November 6, 2018 regular meeting. A motion was made by Trustee Altschul and seconded by Trustee Ruzs to approve the November 6, 2018 regular meeting minutes as written. Motion carried unanimously by voice vote.

*Semi-Annual Review of Closed Session Meeting Minutes:* The Board reviewed the closed session meeting minutes and will not release them at this time.

**ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP:** *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the twelve-month period ending December 31, 2018 prepared by L&A. As of 12/31/2018, the net position held in trust for pension benefits is \$21,794,130.56 with a change in position of (\$698,891.17). The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report, and Payroll Journal.

*Trustee Sackley joined the meeting at 6:45 p.m.*

*Presentation and Approval of Bills:* The Board reviewed the Vendor Check Report and list of invoices prepared by Trustee Rutzen. A motion was made by Trustee Ruzs and seconded by Trustee Altschul to approve the disbursements shown on the Vendor Check Report in the amount of \$60,488.40 for the period 10/01/2018 through 12/31/2018, and the additional invoices totaling \$77,515.77 as presented. Motion carried unanimously by voice vote.

*Additional Bills, if any:* There were no additional bills presented for approval.

**INVESTMENT REPORT – MB FINANCIAL:** *Quarterly Investment Report:* Mr. Kirpach presented the Quarterly Investment Report for the period ending December 31, 2018. As of 12/31/2018, the quarter-to-date net return is (6.69%) with a change due to investments of (\$1,565,859) and an ending market value of \$21,801,126. The current asset allocation is as follows: fixed income at 44.62%, equities at 51.78%, alternative strategies at

0.82%, and cash & equivalents at 2.79%. Mr. Swaney discussed the asset composition for the equity and fixed income portfolios, market value vs. invested capital, risk/return analysis and quarterly market insights.

The Board discussed increasing the equity target to 60%. A motion was made by Trustee Ruzs and seconded by Trustee Sackley to increase the equity target to 60% using the 2019 District contributions and maturing bonds. Motion carried by roll call vote.

AYES: Trustees Rutzen, Ruzs, McKay, Sackley, and Altschul  
NAYS: None  
ABSENT: None

*Review/Update Investment Policy:* The Board reviewed the Investment Policy and no updates are necessary at this time.

**COMMUNICATIONS OR REPORTS:** *Statements of Economic Interest:* The Board noted that the List of Filers was due to the County by the District by February 1, 2019. Statements of Economic Interest will be sent to all registered filers who will need to respond by the deadline of May 1, 2019.

*2019 IRS Mileage Rate:* The Board noted that the IRS standard business mileage rate used for reimbursement increased to \$0.58 per mile effective January 1, 2019.

**APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND:** *Resignation from Fund – Robert Palffy:* The Board noted that Robert Palffy resigned from the North Maine FPD effective 12/03/2018 and has not submitted retirement paperwork. Updates will be provided to the Board as they become available.

**APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS:** There were no applications for retirement or disability benefits.

**OLD BUSINESS:** There was no old business to be discussed.

**NEW BUSINESS:** *Approve Annual Cost of Living Adjustments (COLA's) for Pensioners:* The Board reviewed the 2019 Cost of Living Adjustments (see attached) as calculated by L&A. A motion was made by Trustee McKay and seconded by Trustee Altschul to approve the 2019 Cost of Living Adjustments as required by statute and calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Rutzen, Ruzs, McKay, Sackley, and Altschul  
NAYS: None  
ABSENT: None

*Review Trustee Term Expirations and Election Procedures:* The Board noted that the active member term currently held by Trustee Sackley is expiring in April 2019. Trustee Sackley expressed his wish to remain on the Board if nominated. L&A will conduct an election on behalf of the Pension Fund for one of the two active member Trustee positions.

*IDOI Annual Statement:* The Board noted that completion of the IDOI Annual Statement is currently in process. Updates will be provided to the Board as they become available.

**TRUSTEE TRAINING UPDATES:** The Board reviewed the Trustee Training Summary and list of upcoming training opportunities. Trustees were reminded to submit all certificates of completion to L&A for recordkeeping.

**ATTORNEY'S REPORT:** *Legal Updates:* Attorney Collins apprised the Board of recent legislation and pension news pertaining to Article 4 Funds.

*Review/Approve – Amended Rules and Regulations:* The Board discussed the amended rules and regulations. Further discussion will be held at the next scheduled meeting.

**CLOSED SESSION, IF NEEDED:** There was no need for closed session.

**ADJOURNMENT:** A motion was made by Trustee Rutzen and seconded by Trustee Altschul to adjourn the meeting at 7:45 p.m. Motion carried unanimously by voice vote.

**The next regular meeting is scheduled for May 7, 2019 at 6:30 p.m.**

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Board President

Minutes approved by the Board of Trustees on \_\_\_\_\_

*Minutes prepared by Michelle Rice, Pension Services Administrator, Lauterbach & Amen, LLP*