



NORTH MAINE FIREFIGHTERS' PENSION FUND

9301 POTTER ROAD, DES PLAINES, IL 60016



MINUTES OF A REGULAR MEETING OF THE NORTH MAINE FPD FIREFIGHTERS' PENSION FUND BOARD OF TRUSTEES FEBRUARY 4, 2020

A regular meeting of the North Maine FPD Firefighters' Pension Fund Board of Trustees was held on Tuesday, February 4, 2020 at 6:30 p.m. at the North Maine Fire Protection District Headquarters located at 9301 Potter Road, Des Plaines, Illinois 60016, for the purpose of conducting regular business, pursuant to notice.

CALL TO ORDER: Trustee Rusz called the meeting to order at 6:25 p.m.

ROLL CALL:

PRESENT: Trustees Dagmar Rutzen, Nicholas Rusz, Robert McKay, Greg Zalewski and Alan Altschul

ABSENT: None

ALSO PRESENT: Attorney David Mejia, Collins & Radja; Patrick Swaney and Bob Thompson, Fifth Third; Trinette Gardner and Isabel Copeland, Lauterbach & Amen, LLP (L&A)

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *November 5, 2019 Regular Meeting:* The Board reviewed the minutes from the November 5, 2019 regular meeting. A motion was made by Trustee McKay and seconded by Trustee Altschul to approve the November 5, 2019 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.

Trustees Rusz and Zalewski left the meeting at 6:31 p.m.

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the twelve-month period ending December 31, 2019 prepared by L&A. As of December 31, 2019, the net position held in trust for pension benefits is \$25,854,619.51 with a change in position of \$4,062,076.19. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report and Payroll Journal.

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 McKay and seconded by Trustee Altschul to approve the disbursements shown on the L&A Vendor Check Report in the amount of \$63,933.63 for the period October 1, 2019 through December 31, 2019, and the additional invoices totaling \$50,599.78 as presented. Motion carried by roll call vote.

AYES: Trustees Rutzen, McKay and Altschul

NAYS: None

ABSENT: Trustees Rusz and Zalewski

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

INVESTMENT REPORT – FIFTH THIRD: *Quarterly Investment Review:* Mr. Swaney presented the Investment Review for the period ending December 31, 2019. As of December 31, 2019, the quarter-to-date net return is 5.2% with total earnings of \$1,305,409.24 for an ending market value of \$25,877,528.48. The current asset

allocation is: fixed income at 36.24%, equities at 58.86%, real assets at 1.68% and cash & equivalents at 3.22%. The asset composition for the equity and fixed income portfolios, reconciliation and holdings summaries and quarterly market insights were reviewed with the Board. A motion was made by Trustee Rutzen and seconded by Trustee Ruzs to accept the Investment Review as presented. Motion carried unanimously by voice vote.

Trustees Ruzs and Zalewski arrived at 6:46 p.m.

Review/Update Investment Policy: The Board discussed the Investment Policy and determined that no changes are required 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 of North Maine by February 1, 2020. Statements of Economic Interest will be sent to all registered filers who will need to respond by the deadline of May 1, 2020.

2020 IRS Mileage Rate: The Board noted that the IRS standard business mileage rate used for reimbursement decreased to \$0.575 per mile effective January 1, 2020.

Affidavits of Continued Eligibility: L&A informed the Board that due to recently implemented requirements mandated by the IDOI, spousal data will be necessary in order to file the IDOI Annual Statement. L&A recommended issuing Affidavits of Continued Eligibility to all pensioners with the December payroll cycle, to coincide with the fiscal year-end and ensure adequate time to compile the necessary data.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: There were no applications for membership or withdrawals from the Fund.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Status of Disability Application – James Sackley:* Attorney Mejia informed the Board that James Sackley has been examined by two of the three medical doctors with a future appointment set for the third doctor. Further discussion will be held at the next regular meeting.

Status of Disability Application – Daniel Riggio: Attorney Mejia informed the Board that he has received Daniel Riggio's disability application and will be scheduling his three IME's. Further discussion will be held at the next regular meeting.

OLD BUSINESS: The Board discussed David Kotek's service purchase and further discussion will be held at the next regular meeting.

NEW BUSINESS: *Approve Annual Cost of Living Adjustments (COLAs) for Pensioners:* The Board reviewed the 2020 Cost of Living Adjustments (see attached) calculated by L&A. A motion was made by Trustee Ruzs and seconded by Trustee Altschul to approve the 2020 Cost of Living Adjustments as required by statute and calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Ruzs, Rutzen, Zalewski, McKay 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 Altschul is expiring in April 2020. Trustee Altschul wishes 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 the IDOI Annual Statement is in process and the final report will be sent to the Board for review upon completion.

TRUSTEE TRAINING UPDATES: The Board reviewed upcoming training opportunities and were reminded to submit any certificates of completion to L&A for recordkeeping.

Approval of Trustee Training Fees and Reimbursable Expenses: There were no trustee training registrations or reimbursable expenses presented for approval.

ATTORNEY'S REPORT – COLLINS & RADJA: *Legal Updates:* Attorney Mejia provided legislative updates pertaining to Article 4 Pension Funds; including recent court cases and decisions, as well as general pension matters.

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

ADJOURNMENT: A motion was made by Trustee Rutzen and seconded by Trustee McKay to adjourn the meeting at 7:20 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for May 5, 2020 at 6:30 p.m.



Board President

Minutes approved by the Board of Trustees on 8/4/2020

Minutes prepared by Isabel Copeland, Pension Services Administrator, Lauterbach & Amen, LLP