

HOFFMAN ESTATES FIREFIGHTERS PENSION BOARD

Station 24
575 Beacon Point
Hoffman Estates, IL 60192
847-695-8502

July 10, 2017 at 9:30 am

MEETING MINUTES

- I. Call to Order. Meeting called to order at 9:35 am.
- II. Roll Call/Acknowledgement of Guests. Present: Matthew Fijalkowski, Rachel Musiala, Dee Dee Derrig, Matt Collins. Also Present: Laura Goodloe, Puchalski Goodloe Marzullo; Bill Yocius, Mitchell Vaught & Taylor; Stan Helgerson, Village Treasurer; Mike May, Lauterbach & Amen.
Absent: Bob Orr.
- III. Public Comment. None.
- IV. Approval of Minutes. April 10, 2017 meeting minutes reviewed prior to meeting. Motion to accept minutes from April 10, 2017 as presented made by Trustee Matthew Fijalkowski, second by Trustee Matt Collins. All in favor, aye. Bob Orr absent.
- V. Accountant's /Finance Report. Reviewed finance report presented by Mike May of Lauterbach & Amen. \$78,669,360 net value.
Online training invoice through IPPFA for Dee Dee Derrig for the amount of \$250 to paid back to Trustee Derrig and added to list of invoices.
Motion to approve Finance Report as presented with addition of one invoice for \$250 for IPPFA training for Trustee Derrig by Trustee Matthew Fijalkowski, second by Trustee Rachel Musiala.
Roll Call Vote: Matthew Fijalkowski, aye; Dee Dee Derrig, aye; Matt Collins, aye; Rachel Musiala, aye. Bob Orr absent. Motion passes.
- VI. Investment Report

1. Mitchell, Vaught & Taylor's Quarterly Report. Discussion of moving cash from REIT account to operating account. Net return is 7.5% in 4 years. Fixed income up 1.07%, Equities up 3.42%, total fund up 2.5%. Suggesting removing REITs as a separate target, not as an investment. Change the target and remove the REITS as separate from the Russell 3000. Review Investment Policy as next meeting and think about changing the target. Overweight Rothchild and move into Vanguard Growth Fund, dollar value to be discussed at next meeting.

Motion to approve transfer of funds allowing Rachel Musiala to move \$1 million cash from investments to operating accounts to cover monthly expenses per Fund's Investment Policy for the months of August and September made by Trustee Matthew Fijalkowski, second by Trustee Dee Dee Derrig. Roll Call Vote: Matthew Fijalkowski, aye; Dee Dee Derrig, aye; Matt Collins, aye; Rachel Musiala, aye. Bob Orr, absent. Motion passes.

Motion to accept investment report presented by Mitchell, Vaught & Taylor with discussion to take place at next meeting about investment policy changes made by Trustee Matthew Fijalkowski, second by Trustee Matt Collins. All in favor, aye. Bob Orr absent.

VII. Informational Items/Unfinished Business

1. Administrative Rules Changes. None presented.
2. Status of Trustee Training. Bob Orr, Matthew Fijalkowski and Rachel Musiala are compliant. Matt Collins is signed up for training. Dee Dee Derrig has completed 2.5 more hours, 8 hour webinar to be completed; will have 1.5 hours left after webinar. IL Government Finance Association has 8 hour trustee training November 9 for \$165 in Naperville. AFFI Yearly Pension Seminar has upcoming trustee training as well.

VIII. New Business

1. Retirement/Disability Applications.
 - a. Jeffrey A. Reich, age 55; 30 years and 3 months of service. Application for retirement as of June 16, 2017 effective date of June 17, 2017. Applicable salary of \$99,658. Will receive 75% with original monthly pension of \$6,228.63. Motion to approve Jeffrey A. Reich pension effective June 17, 2017 made by Trustee Matt Fijalkowski, second by Trustee Rachel Musiala. Roll Call Vote: Matthew Fijalkowski, aye; Dee Dee Derrig, aye; Matt Collins, aye; Rachel Musiala, aye. Bob Orr, absent. Motion passes.
 - b. Richard P Wellhausen, 30 year pension. Application for retirement as of June 17, 2017 effective date of June 18, 2017. Applicable salary of \$109,396. Will receive 75% pension based on applicable salary. Motion to approve Richard P. Wellhausen pension effective June 18, 2017 made by Trustee Matt Fijalkowski, second by Trustee Matt Collins. . Roll Call Vote: Matthew Fijalkowski, aye; Dee Dee Derrig, aye; Matt Collins, aye; Rachel Musiala, aye. Bob Orr, absent. Motion passes.
 - c. Charles Schnackel, three IMEs have been scheduled.
2. New Applications to the Fund.
 - a. Application for membership for Michael Vincent Kakovan born January 30, 1991. Date of Hire March 27, 2017. Tier 2 applicant. Effective date of pension March 27, 2017. Motion to accept application of Michael Kakovan effective March 27, 2017 made by Trustee Matthew Fijalkowski, second by Trustee Matt Collins. All in Favor, aye. Bob Orr absent.
 - b. Four more applications will be received tomorrow and on the Agenda at next meeting.

3. Survivor Pension Conversion – David L. Carlson passed away, wife Mary Ann Carlson applied for survivor’s pension. Converting disability pension over to surviving spouse. Waiting on documentation to approve pension. Motion to approve the conversion of Disability Pension for David L. Carlson, Jr. to a surviving spouse pension for Mary Ann Carlson. Member’s date of death was June 25, 2017 and spousal effective date of benefit is June 26, 2017 made by Trustee Matthew Fijalkowski, second by Trustee Dee Dee Derrig. Roll Call Vote: Matt Fijalkowski, aye; Dee Dee Derrig, aye; Matt Collins, aye; Rachel Musiala, aye. Bob Orr absent.
4. Affidavits of Eligibility. Will be mailed by Pension Board this year. Lauterbach & Amen to get price quote to do next year.
5. Board Officer Elections. Bob Orr and Matthew Fijalkowski have agreed to stay on the Board if nominated and elected.
 - a. Matt Fijalkowski nominates Bob Orr for President for 1 year term, second by Rachel Musiala. All in favor, aye. Bob Orr absent.
 - b. Motion to nominate Matt Fijalkowski as secretary for 1 year term by Rachel Musiala, second by Dee Dee Derrig. All in favor, aye. Bob Orr absent.
6. Disability Retiree Physical Evaluations. None at this time.
7. IDOI Report. Finalized, verified and submitted by Lauterbach & Amen.
8. Actuarial Evaluation Discussion. Request for formal approval and price quote from Jason Franken of Foster & Foster. Bob contacted him to do the report as he has done in the past. Motion to pre-approve a contract with Jason Franken, Foster & Foster with a dollar amount not to exceed \$5,000 made by Trustee Matthew Fijalkowski, second by Trustee Matt Collins. Roll Call Vote: Matt Fijalkowski, aye; Dee Dee Derrig, aye; Matt Collins, aye; Rachel Musiala, aye. Bob Orr absent. Motion passes.

9. Daniel DeMay passed away on April 22, 2017. Final payment has been made to the estate per state statute and has been terminated upon his passing. Lauterbach & Amen sent letter June 1 for repayment of \$1,214.88 for prorated monthly payment.

10. Conversion calculation for Charles O'Conner.

IX. Closed Session (if needed). None.

Adjourn. Motion to adjourn meeting at 10:57 am made by Trustee Matt Fijalkowski, second by Trustee Rachel Musiala. All in favor, aye. Meeting adjourned at 10:55 am.

Next meeting scheduled for **October 16, 2017 at 9:30 am.**