

HOFFMAN ESTATES FIREFIGHTERS PENSION BOARD

Station 24 - 5775 Beacon Point
Hoffman Estates, IL 60192
847-695-8502

MEETING MINUTES

October 10, 2022 at 9:30 am

- I. **Call to Order.** Meeting called to order at 9:31 AM.
- II. **Roll Call/Acknowledgment of Guests.** Present: Jeff Northrup, Matt Fijalkowski, Rachel Musiala, Patrick Segar, Matt Collins. Absent: None.
Also Present: Laura Goodloe, Puchalski Goodloe LLC; Stan Helgerson, Village of Hoffman Estates; Michael May and Alex Kielion, Lauterbach & Amen.
- III. **Public Comment.** None.
- IV. **Approval of Minutes.** Review minutes of July 11, 2022. Motion for approval of meeting minutes made by Patrick Segar, seconded by Rachel Musiala. All in favor, aye.
- V. **Accountants Report.**
 1. Review/discussion. Reviewed finance report presented by Michael May of Lauterbach & Amen. Total net position as of month ending July 31, 2022 of \$103,045,699.61. Change of position of a loss of \$13,721,049.03. Total bills of \$321,371.80.
Motion to approve Finance Statement as presented by Pat Segar, seconded by Matt Fijalkowski. Roll call vote: Jeff Northrup, Matt Fijalkowski, Rachel Musiala, Patrick Segar, Matt Collins.

The Pension Board went on to review current and upcoming cash flow needs, which based upon the Fund's current cash balance will be met. No further action was needed.
 2. Vote to approve outstanding invoices. Matt Fijalkowski made a motion to approve the Lauterbach & Amen vendor check report totaling \$321,371.80 for the period 5/1/22-7/31/22, PG invoice #0000264 in the amount of \$820.00, and Jeff Northrup's request for trustee training reimbursement in the amount of \$500.00 Matt Collins seconded the motion. Roll call vote: Jeff Northrup, Matt Fijalkowski, Rachel Musiala, Patrick Segar, Matt Collins.
- VI. **Investment Report.**
 1. Quarterly Performance Reports. The Pension Board reviewed FPIF's most recent Northern Trust Statement of Results for the Hoffman Estates Fire Pension Fund. As of August 2022, the Hoffman Estates Firefighters' Pension Fund's investment assets accounted for 1.28% of the total Consolidated Fund's assets. As of August 2022 the Fund's position received a -2,913,782.11 net income. Year to date/since inception the Fund's position received a -14.73% net return. As of August 2022 the Fund held an ending value of 92,854,243.96. Because the Pension Board no longer retains fiduciary control over its investment assets this report review was purely informational and no formal action was needed.

The Pension Fund also review FPIF's Marquette Associates Investment Consultant Report for the period ending August 31, 2022. Over the last one month period the Consolidated Fund received a -3.0 net return relative to the -3.0 Policy Benchmark. Year to date the Consolidated Fund is down 14.4 and since inception the Fund is down 10.9 relative to the negative 10.6 policy benchmark. Because the Pension Board no longer retains fiduciary control over its investment assets this report review was purely informational and no formal action was needed.

2. FPIF Updates. The Pension Board discussed the status of the FPIF's upcoming election.

VII. **Informational Items/Unfinished Business.**

1. Status of Trustee Training. Rachel Musiala & Patrick Seger have completed the 2022 8 hour of continuing education requirements. Matthew Collins completed his 8 hours of continuing education. Jeffrey Northrup has completed his required Transition Training and is scheduled to complete 16 hours of New Trustee Education in December. Matthew Fijalkowski will be completing his 8 hours at the AFFI Pension Conference on October 17th & 18th.
2. Rules & Regulations Changes. Board Counsel presented draft amendments to the Pension Board's Administrative Rules pertaining to its Investment Policies section. Upon review Trustee Fijalkowski made a motion to approve the administrative rule amendments as presented and Trustee Collins seconded the motion. All in favor, aye.
3. Cash Flow Policy Review. No action was required.
4. IFPIF Consolidation Expenses. Board Counsel reviewed and discussed with the Board FPIF's response to her inquiry for further information relating to the expense category breakdown on FPIF's monthly statements for the Fund. No further action was needed.

VIII. **New Business**

1. Retirement/Disability Applications. None at this time.
2. New Applications to the Fund, Military Time Transfer Application. Membership Application Approval for Dylan C. Bremer. Motion to approve application to the fund by Dylan C Bremer, born March 18th, 2001 with a date of appointment October 3rd, 2022, starting salary of \$72,083.64, for a Tier 2 Pension made by Matthew Fijalkowski, second by Matt Collins. Roll call vote: Jeff Northrup, Matt Fijalkowski, Rachel Musiala, Patrick Segar, Matt Collins.

Membership Application Approval for Emma C. Gilhooly. Motion to approve application to the fund by Emma C Gilhooly, born October 3rd, 1996 with a date of appointment October 3rd, 2022, starting salary of \$72,083.64, for a Tier 2 Pension made by Matthew Fijalkowski, second by Jeff Northrup. Roll call vote: Jeff Northrup, Matt Fijalkowski, Rachel Musiala, Patrick Segar, Matt Collins.

Membership Application Approval for George Y. Levterov. Motion to approve application to the fund by George Y Levterov Jr., born August 4th, 2000 with a date of appointment October 3rd, 2022, starting salary of \$72,083.64, for a Tier 2 Pension made by Matthew Fijalkowski, second by Matt Collins. Roll call vote: Jeff Northrup, Matt Fijalkowski, Rachel Musiala, Patrick Segar, Matt Collins.

Membership Application Approval for Brandan I. Sanders. Motion to approve application to the fund by Brandan I Sanders, born April 10th, 1992, with a date of appointment October 3rd, 2022, starting salary of \$72,083.64, continuing a Tier 2 Pension established June 6th, 2017, with the Freeport City Fire Department made by Matthew Fijalkowski, second by Jeff Northrup. Roll call vote: Jeff Northrup, Matt Fijalkowski, Rachel Musiala, Patrick Segar, Matt Collins. *(Note: An Initial Inquiry for Costs to Combine Creditable Service Application is currently being completed by applicant.)*

Pension Fund Participant Daniel John Pearson has submitted an application to purchase 24 months of Military Service with all the required service documents. L&A is currently preparing the appropriate numbers to be considered for purchase

3. Approval of Municipal Compliance Report. This report was not yet available. This matter remains pending and is tabled.
4. Annual Actuarial Valuation/Foster & Foster. This report was not yet available. This matter remains pending and is tabled.
5. IPPFA Membership Renewal. Renewal invoice has yet been received. Last year's membership cost was \$795. Motion to approve renewal in the IPPFA at a cost not to exceed \$1,000.00 made by Matthew Fijalkowski, second by Jeff Northrup. Roll call vote: Jeff Northrup, Matt Fijalkowski, Rachel Musiala, Patrick Segar, Matt Collins.
6. NCPERS Renewal. NCPERS provides online training and representation in Washington DC. We currently have not received our renewal notice for 2023. Last year's renewal was \$275. Motion to approve renewal in NCPERS with a not to exceed cost of \$300 made by Matthew Fijalkowski, second by Jeff Northrup. Roll call vote: Jeff Northrup, Matt Fijalkowski, Rachel Musiala, Patrick Segar, Matt Collins.
7. Fiduciary Liability Insurance Renewal. The Pension Fund's fiduciary liability insurance renewal quote by Markle American Insurance Company for the coverage period 11/1/2022 through 11/1/2023 totaled \$6,271.00. The premium increased by \$51.00. Upon review and discussion Pat Segar made a motion to renew the Fund's liability insurance at the quoted rate for the period noted and Matt Fijalkowski seconded the motion. Roll call vote: Jeff Northrup, Matt Fijalkowski, Rachel Musiala, Patrick Segar, Matt Collins.
8. 2023 Meeting Dates. Upon review and discussion Matt Fijalkowski made a motion to establish the following 2023 regular pension board meeting dates beginning at 9:30 AM:

January 9, 2023
April 10, 2023
July 10, 2023
October 9, 2023

Rachel Musiala seconded the motion. All in favor, aye.

IX. **Closed Session (if needed).** None.

X. **Adjournment.** Matt Fijalkowski made a motion to adjourn the meeting and Matt Collins seconded the motion. All in favor, aye. The meeting adjourned at 10:05 AM.

Signatures upon approval of minutes

Jeff Northrup, President

Mathew Fijalkowski, Secretary