



THE RESCHEDULED REGULAR MEETING MINUTES OF THE BLOOMINGDALE FIRE PROTECTION DISTRICT FIREFIGHTERS' PENSION FUND BOARD OF TRUSTEES SEPTEMBER 19, 2016

A rescheduled regular meeting of the Bloomington FPD Firefighters' Pension Fund Board of Trustees was held on Monday, September 19, 2016, at 9:00 am at 179 S. Bloomington Road, Bloomington, IL pursuant to notice.

CALL TO ORDER: President Al Svihla called the meeting to order at 9:00 am.

ROLL CALL:

PRESENT: Trustees Alan Svihla, John Paliga, Lydia DiBuono and Marshall Gray
ABSENT: Trustee James Ketcham
ALSO PRESENT: Rick Reimer, Reimer Dobrovoly & Karlson, LLC; Spencer Klein and Robert Thompson, MB Financial; Allie Rysell, Derek Flessner and Jessica Fain, Lauterbach & Amen, LLP (L&A); Timothy Deutschle, Bloomington Fire Protection District Treasurer; Chief Jeff Janus, Bloomington FPD

PUBLIC COMMENT: None

APPROVAL OF MINUTES: *May 12, 2016 Regular Meeting Minutes:* The Board reviewed the minutes from the May 12, 2016 regular meeting. A motion was made by Trustee Gray and seconded by Trustee DiBuono to approve the May 12, 2016 regular meeting minutes as written. Motion carried unanimously by voice vote.

Semi-Annual Review of Closed Session Meeting Minutes: There were no closed session meeting minutes for review.

ACCOUNTANT'S REPORT: *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the four month period ending August 31, 2016 as prepared by L&A. As of August 31, 2016, the net position held in trust for pension benefits is \$27,494,949.12 with a change in position of \$836,432.13. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report and Payroll Journal.

Presentation and Approval of Disbursements: The Board reviewed the Vendor Checks Report for the period June 1, 2016 through August 31, 2016, for total disbursements of \$52,880.70.

A motion was made by Trustee Paliga and seconded by Trustee Gray to accept the Monthly Financial Report and to approve the disbursements shown on the Vendor Checks Report for the period June 1, 2016 through August 31, 2016 in the amount of \$52,880.70. Motion carried by roll call vote.

AYES: Trustees Svihla, Paliga, DiBuono, and Gray

NAYS: None

ABSENT: Trustee Ketcham

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

INVESTMENT REPORT: *MB Financial Portfolio Review/Recommendations:* Mr. Klein presented the Quarterly Investment Report for the period ending June 30, 2016. As of June 30, 2016, the quarter-to-date net return is 1.21% with a change due to investments of \$322,394. The ending market value as of July 31, 2016 is \$27,227,418. The current asset allocation is as follows: fixed income at 46.64%, equities at 43.32%,

alternative strategies at 4.67% and cash & equivalents at 5.36%. The asset composition for the equity and fixed income portfolios, market value vs. invested capital, risk/return analysis and quarterly market insights were reviewed with the Board. A motion was made by Trustee Paliga and seconded by Trustee Gray to accept the Quarterly Investment Report as presented. Motion carried unanimously by voice vote.

Review/Update Investment Policy: There were no updates to the Investment Policy at this time.

OLD BUSINESS: *Trustee Training Update:* The Board reviewed the Trustee Training Summary and upcoming training opportunities. Trustees Svihla, Paliga and Ketcham will be attending the IPFA Fall Seminar. All Trustees were reminded to furnish any training certificates to L&A for record keeping.

Board Reappointment – Marshall Gray: There were no updates at this time. Further discussion will be held at the next regular meeting.

NEW BUSINESS: *Board Officer Elections – President, Secretary & FOIA/OMA Designee:* The Board discussed Board Officer Elections and elected the slate of Officers as follows: Al Svihla as President, John Paliga as Secretary and James Ketcham as the FOIA/OMA Designee.

Review Preliminary Actuarial Valuation: Ms. Fain reviewed the preliminary Actuarial Valuation with the Board and answered all questions presented.

Discuss/Possible Engagement – Audit Services: The Board reviewed a proposal from Knutte & Associates in the amount of \$3,550 for audit services for the year ending April 30, 2016. A motion was made by Trustee Paliga and seconded by Trustee DuBouno to engage Knutte & Associates for audit services for the year ending April 30, 2016 in the amount of \$3,550. Motion carried by roll call vote.

AYES: Trustees Svihla, Paliga, DiBuono, and Gray
NAYS: None
ABSENT: Trustee Ketcham

L&A as Signers – BMO Harris Bank Account: The Board discussed authorizing L&A as signers on the BMO Harris Bank Account. A motion was made by Trustee Paliga and seconded by Trustee Gray to authorize L&A as signers on the BMO Harris Bank Account. Motion carried by roll call vote. *(The Board obtained necessary signatures and submitted the completed document to L&A)*

AYES: Trustees Svihla, Paliga, DiBuono, and Gray
NAYS: None
ABSENT: Trustee Ketcham

Discussion/Possible Action Regarding Potential Reciprocity Balance Due – Lou Lettenmair: The Board discussed Lou Lettenmair's potential reciprocity. L&A will verify if Mr. Lettenmair completed reciprocity for his time at Grayslake Fire Protection District. Further discussion will be held at the next regular meeting.

Reciprocity Update – Kent Rexilius: The Board noted that L&A mailed Kent Rexilius a reciprocity packet with calculations, but has not yet received a response. Updates will be provided to the Board as they become available.

Retiree Paperwork: This is discussed under "Affidavits of Continued Eligibility."

COMMUNICATION & REPORTS: *Affidavits of Continued Eligibility:* The Board noted that second request Affidavits of Continued Eligibility were mailed to outstanding pensioners with a due date of

9/9/2016. To date, two affidavits remain outstanding. A motion was made by Trustee Svihla and seconded by Trustee Paliga to mail third requests via certified mail to the outstanding pensioners with a due date of October 14th and to suspend direct deposits, beginning with the November payroll cycle, in the event of noncompliance. Motion carried unanimously by voice vote.

Discussion/Possible Action – Hiring Attorney for Disability Retirement: This item is discussed under “Applications for Retirement/Disability Benefits.”

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Application for Duty Disability Benefits – Andrew P. Daylor:* The Board received a duty related disability application for Andrew P. Daylor on May 12, 2016. The Board discussed retaining doctors to schedule Independent Medical Examinations (IMEs) for Firefighter Andrew P. Daylor. A motion was made by Trustee Gray and seconded by Trustee Paliga to authorize RDK to retain INSPE to schedule IMEs for Firefighter Andrew P. Daylor. Motion carried by roll call vote.

AYES: Trustees Svihla, Paliga, DiBuono, and Gray

NAYS: None

ABSENT: Trustee Ketcham

APPLICATIONS FOR MEMBERSHIP/WITHDRAWAL FROM THE FUND: None at this time

Trustee Paliga left the meeting at 10:48 am.

COMMUNICATIONS & REPORTS (continued): *Active Member File Maintenance:* The Board was presented with file maintenance letters, prepared by L&A, for distribution to all active members requesting any additional pension documents as required by the IDOI.

ATTORNEY'S REPORT: *Legal Updates:* Mr. Reimer reviewed the *Legal and Legislative Updates* quarterly newsletter highlighting recent court decisions and pension news.

CLOSED SESSION, IF REQUIRED: No closed session was needed.

ADJOURNMENT: A motion was made by Trustee DuBouno and seconded by Trustee Gray to adjourn the meeting at 10:50 am. Motion carried unanimously by voice vote.

Alan Svihla, President

Minutes approved by the Board of Trustees on _____.

Minutes prepared by Allie Rysell, Pension Services Administrator, Lauterbach & Amen, LLP.

~ The next regular meeting is scheduled for Thursday, November 10, 2016 at 9:00 am. ~