



**THE REGULAR MEETING MINUTES OF
THE BLOOMINGDALE FIRE PROTECTION DISTRICT
FIREFIGHTERS' PENSION FUND BOARD OF TRUSTEES
THURSDAY, MAY 17, 2018**

A regular meeting of the Bloomingdale FPD Firefighters' Pension Fund Board of Trustees was held on Thursday, May 17, 2018 at 9:00 am at Bloomingdale FPD Station 1 located at 179 S. Bloomingdale Road, Bloomingdale, IL pursuant to notice.

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

ROLL CALL:

PRESENT: Trustees Alan Svihla, John Paliga, James Ketcham, Lydia DiBuono and Marshall Gray
ABSENT: None
ALSO PRESENT: Rick Reimer, Reimer Dobrovolny & Karlson, LLC (RDK); Frank Fanelli and Spencer Klein, MB Financial; Robina Amato, Lauterbach & Amen, LLP (L&A); Treasurer Tim Deutschle, Bloomingdale Fire Protection District

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *February 8, 2018 Regular Meeting Minutes:* The Board reviewed the minutes from the February 8, 2018 regular meeting. A motion was made by Trustee Gray and seconded by Trustee DiBuono to approve the February 8, 2018 regular meeting minutes as written. Motion carried unanimously by voice vote.

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the eleven-month period ending March 31, 2018 as prepared by L&A. As of March 31, 2018, the net position held in trust for pension benefits is \$29,903,946.45 with a change in position of \$1,664,935.24. 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 Checks Report for the period January 1, 2018 through March 31, 2018 for a total disbursement of \$100,093.31. A motion was made by Trustee Paliga and seconded by Trustee Gray to approve the Monthly Financial Report as presented and the disbursements shown on the Vendor Checks Report in the amount of \$100,093.31. Motion carried by roll call vote.

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

Additional Bills, if any – Illinois Department of Insurance Compliance Fee: The Board reviewed the Illinois Department of Insurance Compliance Fee invoice . A motion was made by Trustee Gray and seconded by Trustee DiBuono to approve payment of the IDOI Compliance Fee in the amount of \$5,649.80. Motion carried by roll call vote.

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

INVESTMENT REPORT – MB FINANCIAL: *Quarterly Performance Report:* Mr. Fanelli and Mr. Klein presented the Quarterly Performance Report for the period ending March 31, 2018. As of March 31, 2018, the quarter-to-date net return is -0.65% with a change due to investments of -\$182,153. The ending market value as of March 31, 2018 is \$29,875,327. The current asset allocation is as follows: fixed income at 47%, equities at 46%, alternative strategies at 5% and cash & equivalents at 2%. 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.

Review/Update Investment Policy: The Board reviewed the final draft of the amended investment policy reviewed at the previous regular meeting. A motion was made by Trustee Ketcham and seconded by Trustee Svihla to adopt the amended investment policy as presented. Motion carried by roll call vote.

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

OLD BUSINESS: *Reciprocity Service Purchase – John Lowczyk:* The Board discussed John Lowczyk's transfer of creditable service under reciprocity. The Board will review the correspondence provided to Mr. Lowczyk from L&A and further discussion will be had at the next regular meeting.

NEW BUSINESS: *Military Service Purchase – Thomas Manion:* The Board noted that Thomas Manion completed his military service purchase to transfer 15 months of military service to the Bloomingtondale FPD Firefighters' Pension Fund in the amount of \$41,459.92. A motion was made by Trustee Svihla and seconded by Trustee Paliga to accept the payment in the amount of \$41,459.92, recognize the purchase as paid in full and acknowledge Thomas Manion's revised date of hire from October 1, 2003 to June 1, 2002. Motion carried by roll call vote.

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

Certify Board Election Results – Active and Retired Member Positions: L&A conducted an election for one of the Active Member positions on the Bloomingtondale FPD Firefighters' Pension Fund Board of Trustees. John Paliga ran unopposed and was reelected by acclamation for a three-year term expiring April 30, 2021. L&A also conducted an election for one of the Retired Member positions on the Bloomingtondale FPD Firefighters' Pension Fund Board of Trustees. The Board noted that 17 ballots were received and 17 ballots were counted. The Retired Member election results are as follows: 10 votes for Al Svihla and 7 votes for Glenn Stahl. Al Svihla was reelected as the Retired Member on the Board of Trustees for a three-year term expiring April 30, 2021. A motion was made by Trustee Svihla and seconded by Trustee Gray to certify the election results. Motion carried unanimously by voice vote.

Review/Approve – L&A Engagement Letter: The Board reviewed the Lauterbach & Amen three-year engagement letter. A motion was made by Trustee Svihla and seconded by Trustee Paliga to engage L&A for three years in the annual amounts of: \$34,105 for the year ended 04/30/2019; \$34,770 for the year ended 04/30/2020; and \$35,500 for the year ended 04/30/2021; subject to an amendment to include verbiage regarding cyber security. Motion carried by roll call vote.

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

Audit Engagement Letter – Knutte & Associates: The Board discussed recommending changes to the Knutte & Associates engagement letter and approving payment for the 2018 Audit Services in the amount of \$3,650. A motion was made by Trustee Gray and seconded by Trustee Svihla to request the recommended changes and approve payment as discussed. Motion carried by roll call vote.

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

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM THE FUND: There were no applications or withdrawals at this time.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Disability Status Update – Andrew Daylor:* Mr. Reimer informed the Board the transcript from the evidence deposition will be given to the Board for review. The Board will schedule a hearing for a later date.

COMMUNICATION & REPORTS: *Statements of Economic Interest:* The Board was reminded that the Statements of Economic Interest were due by May 1st.

Affidavits of Continued Eligibility: The Board noted that L&A will mail Affidavits of Continued Eligibility to all pensioners with the June payroll cycle. A status update will be provided at the next regular meeting.

TRUSTEE TRAINING UPDATE: The Board reviewed the Trustee Training Summary and discussed upcoming training opportunities. The Board was reminded to submit all training certificates to L&A for recordkeeping.

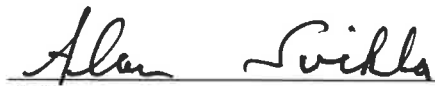
The Board discussed approving registration expenses for three trustees to attend the AFFI seminar to be held October 2018. A motion was made by Trustee Svihla and seconded by Trustee Paliga to approve training expenses as discussed. Motion carried by roll call vote.

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

ATTORNEY'S REPORT: *Legal Updates:* Mr. Reimer distributed the *Legal and Legislative Update* newsletter for the Board's review.

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

ADJOURNMENT: A motion was made by Trustee DiBuono and seconded by Trustee Ketcham to adjourn the regular meeting at 10:37 am. Motion carried unanimously by voice vote.



Alan Svihla, President

Minutes approved by the Board of Trustees on 8/2/18.

Minutes prepared by Robina Amato, Pension Services Administrator, Lauterbach & Amen, LLP

The next regular meeting is August 2, 2018 at 9:00 am