

**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE  
FRANKLIN PARK FIREFIGHTERS' PENSION FUND  
APRIL 24, 2018**

A regular meeting of the Board of Trustees of the Franklin Park Firefighters' Pension Fund was held on Tuesday, April 24, 2018 at 9:30 a.m. in the Fire Station located at 10001 W. Addison Avenue, Franklin Park, IL pursuant to notice, to conduct regular business.

**CALL TO ORDER:** Trustee Thomson called the meeting to order at 9:33 a.m.

**ROLL CALL**

**PRESENT:** Trustees Tommy Thomson, Tony Tarasiuk (*arrived at 9:47 a.m.*), Ninfa Aguilar, and Dan Antioho  
**ABSENT:** Trustee Jack Panzica  
**ALSO PRESENT:** Board Attorney Rick Reimer, Reimer, Dobrovolny & Karlson, LLC (RDK); Paul Marchese, Marquette & Associates; Treasurer Frank Grieshamer, Village of Franklin Park; James Ritchie, Amanda Secor and Sam Meyer, Lauterbach & Amen, LLP (L&A); Active Member Kyle Shamie, Franklin Park Fire Department

**PUBLIC COMMENT:** There was no public comment.

**APPROVAL OF MEETING MINUTES:** *January 23, 2018 Regular Meeting Minutes:* The Board reviewed the minutes from the January 23, 2018 regular meeting. A motion was made by Trustee Antioho and seconded by Trustee Thomson to approve the January 23, 2018 regular meeting minutes as written. Motion carried unanimously by voice vote.

**ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP:** *Monthly Financial Report:* The Board was presented with the Monthly Financial Report prepared by Lauterbach & Amen, LLP for review. As of March 31, 2018, the plan net assets held in trust for pension benefits is \$29,013,372.58 with a change in position of \$1,497,163.85 for the eleven-month period. The Board reviewed the Cash Analysis, Revenue and Expense Reports, Member Contributions, and Payroll Journal. A motion was made by Trustee Thomson and seconded by Trustee Antioho to accept the Monthly Financial Report as presented. Motion carried by roll call vote.

**AYES:** Trustees Thomson, Aguilar and Antioho  
**NAYS:** None  
**ABSENT:** Trustees Panzica and Tarasiuk

*Presentation and Approval of Bills:* The Board reviewed the Vendor Check Report for the period of 01/01/2018 – 03/31/2018, listing total disbursements in the amount of \$132,185.97.

A motion was made by Trustee Thomson and seconded by Trustee Antioho to approve the disbursements listed on the Vendor Check Report, in the amount of \$132,185.97. Motion carried by roll call vote.

**AYES:** Trustees Thomson, Aguilar and Antioho  
**NAYS:** None  
**ABSENT:** Trustees Panzica and Tarasiuk

*Trustee Tarasiuk joined the meeting at 9:47 a.m.*

*Additional Bills, if any – Illinois Department of Insurance Compliance Fee:* The Board noted that the Illinois Department of Insurance Compliance Fee invoice will be issued and payment is due by June 30<sup>th</sup>. A motion was made by Trustee Antioho and seconded by Trustee Thomson to approve payment of the IDOI Compliance Fee in an amount not to exceed \$6,000, upon receipt of the invoice. Motion carried by roll call vote.

AYES: Trustees Thomson, Aguilar, Tarasiuk and Antioho

NAYS: None

ABSENT: Trustees Panzica

**INVESTMENT REPORT – MARQUETTE & ASSOCIATES:** *Quarterly Investment Report:* Paul Marchese from Marquette & Associates presented the Quarterly Investment Report, market update and performance summary for the period ending March 31, 2018. As of 03/31/2018, the total fund composite is \$28,951,334. The performance, net of fees, of the total fund composite for the quarter is -0.3%. The fiscal year to date investment return, net of fees, is -0.3%. The current asset allocation is as follows: Fixed Income at 35.6%, U.S. Equities at 35.7%, Non-U.S. Equities at 16%, Real Estate at 10.2%, and Cash at 2.5%. All questions were answered by Mr. Marchese.

*Potential purchase and/or sale of securities, re-balancing of asset allocations and hiring/termination of investment managers:* Mr. Marchese recommended removing Artisan International Manager from an alert status and placing Franklin International Small Cap on alert due to underperformance and to conduct a search for a replacement manager, to be presented at the next regular meeting. A motion was made by Trustee Tarasiuk and seconded by Trustee Thomson to execute the recommendation as provided by Marquette & Associates. Motion carried unanimously by voice vote.

*Review/Update Investment Policy:* Mr. Marchese reviewed an asset allocation study highlighting projected returns based on reducing the Fixed Income portfolio target to 35% from the current target of 40%. A motion was made by Trustee Tarasiuk and seconded by Trustee Thomson to authorize Marquette to amend the Investment Policy to include an emerging market asset allocation, to be presented at the next regular meeting and to accept the Quarterly Investment Report as presented. Motion carried by roll call vote.

AYES: Trustees Thomson, Aguilar, Tarasiuk and Antioho

NAYS: None

ABSENT: Trustee Panzica

**COMMUNICATIONS AND REPORTS:** *Statements of Economic Interest:* The Board was reminded that the Statements of Economic Interest are due by May 1<sup>st</sup>.

*Affidavits of Continued Eligibility:* The Board noted that all 2017 Affidavits of Continued Eligibility have been received by L&A and the originals were given to the Board for their recordkeeping. The Board also noted that L&A will mail 2018 Affidavits of Continued Eligibility to all pensioners with the June payroll cycle. A status update will be provided at the next scheduled meeting.

**APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS:** *Approve Regular Retirement Benefits – Paul Strzala:* The Board reviewed the regular retirement benefit calculation for Paul Strzala. Lieutenant Strzala had an entry date of 08/13/1990, retired on 03/07/2018 with an effective date of pension of 03/08/2018 at age 62 with 27 years and 6 months of creditable service, a pensionable salary of \$103,893.76, for an original monthly benefit amount of \$5,952.25, and annual benefit of \$71,427, which is 68.75% of pensionable salary. A motion was made by Trustee Tarasiuk

and seconded by Trustee Thomson to approve the regular retirement benefit of Paul Strzala as calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Thomson, Tarasiuk, Aguilar and Antioho

NAYS: None

ABSENT: Trustee Panzica

*Deceased Pensioner – Donald Schaak/Approval of Surviving Spouse Benefits – Francis Schaak:* The Board noted that Donald Schaak passed away on 04/05/2018. The Board reviewed the surviving spouse benefit calculation for Francis Schaak with an effective date of 04/06/2018 for a monthly benefit of \$3,355.20 with no additional increases. A motion was made by Trustee Tarasiuk and seconded by Trustee Antioho to approve the surviving spouse benefit of Francis Schaak as calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Thomson, Tarasiuk, Aguilar and Antioho

NAYS: None

ABSENT: Trustee Panzica

*Approve Regular Retirement Benefits/Retroactive Payment – Timothy Monroe:* The Board reviewed the revised regular retirement benefit calculation for Timothy Monroe. Lieutenant Monroe had an entry date of 08/13/1990, retired on 11/14/2017 with an effective date of pension of 11/15/2017 at age 51 with 27 years and 3 months of creditable service, a pensionable salary of \$103,893.76, for an original monthly benefit amount of \$5,898.14, and annual benefit of \$70,777.68, which is 68.13% of pensionable salary. The Board also noted that Lieutenant Monroe is due a retroactive benefit for the period of November 15, 2017 through February 28, 2018 in the amount of \$1,565.16. A motion was made by Trustee Thomson and seconded by Trustee Tarasiuk to approve the revised regular retirement benefit of Timothy Monroe and to remit payment for the underpayment in the amount of \$1,565.16 as calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Thomson, Tarasiuk, Aguilar and Antioho

NAYS: None

ABSENT: Trustee Panzica

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

**OLD BUSINESS:** *Trustee Training Updates:* The Board reviewed the Trustee Training Summary and discussed upcoming training opportunities. Trustees were reminded to submit all certificates of completion to L&A for recordkeeping.

**NEW BUSINESS:** *Status Update – Fiscal Year End Projects:* L&A informed the Board that the Audit, IDOI Annual Statement and the Actuarial Valuation are currently in process. A status update will be provided at the next regular meeting.

*Certify Board Election Results – Active Member Position:* L&A conducted an election for one of the Active Member positions on the Franklin Park Firefighters' Pension Fund Board of Trustees. Tony Tarasiuk ran unopposed and was reelected for a three-year term expiring April 30, 2021. A motion was made by Trustee Thomson and seconded by Trustee Aguilar to certify the Active Member election results. Motion carried unanimously by voice vote.

*Discussion/Possible Approval – Purchase of Pension Fund Laptop:* The Board discussed the purchase of a laptop for use by the Pension Fund. A motion was made by Trustee Thomson and seconded by Trustee Antioho to approve purchase of a laptop and any necessary accessories, in an amount not to exceed \$1,000. Motion carried by roll call vote.

AYES: Trustees Thomson, Tarasiuk, Aguilar and Antioho  
NAYS: None  
ABSENT: Trustee Panzica

*Review/Possible Approval of Updated Board Rules and Regulations:* Mr. Reimer informed the Board that he will provide amended Rules and Regulations for the Board to review prior to the next scheduled meeting.

*Review/Possible Approve – Lauterbach & Amen Engagement Letter:* The Board reviewed the Lauterbach & Amen three-year engagement letter. A motion was made by Trustee Thomson and seconded by Trustee Tarasiuk to engage L&A for three years in the annual amounts of: \$27,225 for the year ended 04/30/2019; \$28,030 for the year ended 04/30/2020; and \$28,830 for the year ended 04/30/2021; subject to an amendment to include verbiage regarding cyber security as outlined in the L&A agreement with Hickory Hills Police Pension Fund. Motion carried by roll call vote.

AYES: Trustees Thomson, Tarasiuk, Aguilar and Antioho  
NAYS: None  
ABSENT: Trustee Panzica

**ATTORNEY’S REPORT:** *Legal Updates:* Mr. Reimer reviewed the RDK *Legal and Legislative Update* newsletter and discussed current legislation with the Board.

Mr. Reimer informed the Board that Deborah Salaterski’s medical records have been received and examinations will be scheduled through INSPE. A status update will be provided at the next regular meeting.

**CLOSED SESSION, IF NEEDED:** There were no items to be discussed in closed session.

**ADJOURNMENT:** A motion was made by Trustee Thomson and seconded by Trustee Antioho to adjourn the meeting at 10:45 a.m. Motion carried unanimously by voice vote.

**The next regular Board meeting is scheduled for Tuesday, July 24, 2018 at 9:30 a.m.**

Respectfully submitted,

\_\_\_\_\_ Date approved by Board: \_\_\_\_\_  
Tony Tarasiuk, Board Secretary

*Minutes prepared by Amanda Secor, Pension Services Administrator*