

**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES
FRANKLIN PARK POLICE PENSION FUND
JULY 19, 2011**

A regular meeting of the Board of Trustees of the Franklin Park Police Pension Fund was held on Tuesday, July 19, 2011 at 5:00pm at the Village of Franklin Park, 9500 W. Belmont Avenue, in the conference room, pursuant to notice, a copy of which is attached to their minutes.

CALL TO ORDER BY PRESIDING OFFICER

President Steve Witnik called the meeting to order at 5:08 PM.

ROLL CALL

Upon roll call the following answered:

Present: President Steve Witnik, Vice President Rich Viken, Trustee Jim Winje
Absent: Secretary Justin Camp, Trustee Aaron Jimenez
Also Present: Treasurer Frank Grieashamer, Dan Antioho of LPL Financial, Becky Davis of Lauterbach & Amen (L&A)

PUBLIC COMMENT - none

APPROVAL OF PRIOR MEETING MINUTES – April 19, 2011

The Board reviewed the minutes as presented in the board meeting packet. **A motion by Winje to approve the April 19, 2011 minutes as presented, second by Viken. Motion unanimously carried.**

ACCOUNTANT'S REPORT

- a. Audit Update: The Board noted that the audit is in progress and the 2011 audit should move quicker than the 2010 audit did. – **TABLED until next meeting.**
- b. IDOI Annual Statement: The Board noted that the IDOI Annual Statement reporting is in progress. – **TABLED until next meeting.**
- c. Monthly Financial Report – The Board reviewed the April 30, 2011 financial report as presented in the board meeting packet. For the twelve months ended April 30, 2011 there was a net increase of \$1,179,393.91 and an end of period balance of \$20,241,555.34. Davis presented the recently completed May 31, 2011 financial report, which has been just emailed to the Board. For the one month ended May 31, 2011 there was a negative net increase of (\$239,145.01) with an end of period amount of \$20,002,410.33. **A motion by Viken to accept the April 30th and May 31, 2011 financial reports as prepared and presented by L&A, second by Winje. Motion unanimously carried.**
- d. Active Pension File Maintenance: File maintenance updates were received; Davis will process updates as provided and submit a follow up spreadsheet – **TABLED until next meeting.**
- e. Affidavits of Continued Eligibility Update: Davis reported that 100% compliance from pensioners; all affidavits have been completed and received.
- f. Harris Bank transition options: The Board reviewed and discussed the May 2011 memo from L&A describing new service options from Harris Bank as presented in the board meeting packet. **A motion by Winje to authorize the Board and Treasurer as signers on the Harris account and authorize President Witnik to take advantage of the new optional services offered at his discretion and as presented by L&A, second by Viken. Motion unanimously carried.** Davis presented documents for Board signature and submitted the documents to L&A for processing.

PRESENTATION AND APPROVAL OF DISBURSEMENTS – 2nd Quarter 2011

The Board reviewed the Disbursements Summary as presented in the board meeting packet. **A motion by Viken to approve the April, May and June 2011 disbursements totaling \$108,666.75 as presented, second by Winje. Roll call vote: Winje – aye Viken – aye, Witnik – aye. Motion unanimously carried.**

OLD BUSINESS

- a. Mayoral appointment results – Jim Winje: The Board discussed and noted that Witnik will follow up with a letter to the Mayor. – **TABLED until the next meeting.**
- b. Trustee Training Summary: The Board reviewed and discussed the Trustee Training Summary as presented in the board meeting packet. All Board members have obtained the required training for 2010 and have or will provide certificates as needed.
- c. 2011 Training Conference update: The Board discussed the preparations for the IPPFA Fall conference, October 2011: rooms have been reserved, registration to be faxed today and payment of \$825 registration fees submitted for processing; attendee expenses to be reimbursed by submitting receipts after the conference. Fall conference attendees: Witnik, Viken and Winje. Camp to provide confirmation of his compliance for 2010 and 2011 training; options were suggested and available on www.ippfa.org. – **follow up at next board meeting.**

NEW BUSINESS

- a. IRS Mileage increase to .555 from July 1 – December 31, 2011: Informational item provided in board meeting packet.
- b. Board Officer Position Elections: The Board discussed keeping the slate of Board Officer Positions the same. **A motion by Viken to maintain the same Board Officer positions as is currently: President – Steve Witnik, Vice President – Rich Viken, Secretary – Justin Camp, second by Winje. Motion unanimously carried.**
The Asst. Secretary position to be considered at the next meeting – **TABLED until next meeting.**

INVESTMENT REPORT

- a. Revised Investment Policy Statement: - **TABLED until next meeting.**
- b. Portfolio Update: Antioho distributed and reviewed the 2011 Second Quarter Review. As of 06/30/2011 the total return of all Fixed Income, Equity and Variable Annuity Assets was up 0.28% (net of fees) for the 2nd quarter and up 2.09% YTD; with an ending balance of \$19,331,885.33 for the quarter. Antioho discussed money manager's contracts with the Board; Board Attorney voided the contracts due to arbitration issues; consideration for a direct contract with the Pension Fund, and possible manager options, subject to Board Attorney review and approval. Antioho provided investment option recommendations to the Board. **A motion by Winje to authorize Investment Advisor, Dan Antioho, to invest in CD(s) that are interest bearing and investigate the Bank of Mount Prospect money market at .50% or better, a \$250,000 investment, second by Viken. Roll Call Vote: Winje – aye, Viken – aye, Witnik – aye. Motion unanimously carried.** The Board further discussed the reallocation of the SAM account to a brokerage account; Antioho distributed a handout detailing reallocation of specific cash accounts, exchanging capitalized fund managers to other indicated funds; buying and selling specific funds as indicated; making a recommendation to close the advisory account and transfer to a new brokerage account with a benefit of lower costs; not being traded as often. **A motion by Viken, based on Antioho's recommendation, to close the Advisory account and transfer funds to a new brokerage account to lower costs, second by Winje. Roll Call Vote: Winje – aye, Viken – aye, Witnik – aye. Motion unanimously carried.**

ADJOURNMENT

A motion by Viken to adjourn the meeting at 6:17 PM, second by Winje. Motion unanimously carried.

Next Regular Board meeting: October 25, 2011 at 5:00 PM

Respectfully submitted,

Steve Witnik, President

Date approved by Board: _____

Minutes prepared by Pension Services Administrator, Becky Davis