

**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES
FRANKLIN PARK POLICE PENSION FUND
JANUARY 24, 2012**

A regular meeting of the Board of Trustees of the Franklin Park Police Pension Fund was held on January 24, 2012 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 5:06 PM.

ROLL CALL

Upon roll call the following answered:

Present: President Steve Witnik, Vice President Rich Viken, Asst. Secretary Jim Winje,
Trustee Aaron Jimenez

Absent: Secretary Justin Camp

Also Present: Dan Antioho of LPL Financial, Ted Helmuth of Boyd Watterson, Becky Davis of
Lauterbach & Amen (L&A), Treasurer Frank Grieshamer (arrived later)

PUBLIC COMMENT - none

APPROVAL OF PRIOR MEETING MINUTES

The Board reviewed the prior meeting minutes as presented in the board meeting packet. A motion by Winje to approve the October 25, 2011 minutes as presented, second by Viken. Motion unanimously carried by voice vote.

ACCOUNTANT'S REPORT

- a. Monthly Financial Report – The Board reviewed the November 30, 2011 financial report summary as presented in the board meeting packet. For the seven months ended November 30, 2011 the Fund had a net decrease with a loss of \$1,430,181.27 and the net assets held at the end of the period was \$18,836,350.00. A motion by Winje to accept the November 30, 2011 financial report as prepared by L&A, second by Viken. Motion unanimously carried by voice vote.

PRESENTATION AND APPROVAL OF DISBURSEMENTS

- a. Review Disbursement Summary: The Board reviewed the Disbursement Summary and the detailed vendor checks reports as presented in the board meeting packet. A motion by Winje to approve the October, November and December 2011 disbursements totaling \$104,035.42 as presented, second by Viken. Roll call vote: Witnik – aye, Jimenez – yes, Viken – aye, Winje – aye, Camp - absent. Motion unanimously carried.

OLD BUSINESS

- a. Trustee Training Summary: The Board reviewed and discussed the Trustee Training Summary as presented in the board meeting packet. All Board members have completed their training, or are in process, except for Justin Camp – who has not submitted any training certificates for 2011. Davis will follow up with options for Camp. The Board

discussed their 2012 plans for trustee training and completed the IPPFA Spring conference registration form for attendees Steve Witnik and Rich Viken.

- b. IME for Dede update: The Board reported that Mr. Dede has seen the doctor and the Board is waiting for the doctor's report; it was indicated that Mr. Dede is still disabled.

Treasurer Frank Griegashamer arrived and joined the meeting at 5:15 PM.

- c. Board Attorney review of consulting services agreement from LPL: Antioho indicated to the Board that the Board Attorney had reviewed the consulting services agreement.
- d. Board Attorney review of custodial agreements: Antioho indicated to the Board that the Board Attorney had reviewed the consulting services agreement.
- e. Update on Diviacchi transfer from Chicago (Article 5): The Board reported that Diviacchi was accepted; more information to follow – **TABLED until further update received.**
- f. Active Pension File Maintenance: File maintenance updates received; Davis will process the updates and provide a revised follow up spreadsheet – **TABLED until next meeting.**

NEW BUSINESS

- a. 2012 COLA benefit increases: The Board reviewed and discussed the 2012 COLA benefit increases as calculated by L&A and presented in the board meeting packet. **A motion by Jimenez to accept the L&A calculations for the 2012 COLA benefit increases, second by Winje. . Roll call vote: Witnik – aye, Jimenez – yes, Viken – aye, Winje – aye, Camp - absent. Motion unanimously carried.**
- b. Review of professional contracts: The Board noted the following: IDOI report – L&A is contracted through 2013, Audit – to be done by Zabinski Consulting, Actuarial report – is being considered by the Village, Witnik will follow up. Actuarial report – **TABLED until the next meeting.**
- c. Statements of Economic Interest: The Board discussed that the Board members will be filed with the county by the Village; Board members were reminded to complete their statement by the May 1st deadline.
- d. Open Meetings Act (OMA) training: The Board discussed the 01/01/2012 enactment of OMA required training for all Board members in 2012. Current Board members must complete the online training, provided on the IL Attorney General's website, before 01/01/2013; any new members will only have 90 days after they are elected or appointed. FOIA and OMA designees will continue to complete the training annually, whereas all Board members are required to complete the OMA training in 2012 only, at this time.
- e. Elections, active member Steve Witnik term expiring: The Board reviewed the Board member listing as presented in the board meeting packet and noted that active member, Steve Witnik's term is expiring and elections must be held for his position. Witnik stated that he would run again for re-election. Davis was directed to prepare the appropriate forms and instructions to conduct the election.
- f. Elections, retired member Rich Viken term expiring: The Board reviewed the Board member listing as presented in the board meeting packet and noted that retired member, Rich Viken's term is expiring and elections must be held for his position. Viken stated that he would run again for re-election. Davis was directed to prepare the appropriate forms and instructions to conduct the election.
- g. Appointed member, Aaron Jimenez' term expiring: The Board reviewed the Board member listing as presented in the board meeting packet and noted that appointed member, Aaron Jimenez' term is expiring; Witnik will follow up with the Mayor to request Jimenez' re-appointment. Jimenez indicated that he would be interested in being re-appointed.

Ted Helmuth joined the meeting at 5:33 PM

INVESTMENT REPORT

- a. Presentation on REITs: Helmuth distributed the Boyd Watterson Asset Management, LLC Intermediate Fixed Income Analysis report and reviewed it with the Board.

Ted Helmuth was excused and left the meeting at 6:14 PM

- a. Portfolio Update: Antioho distributed and reviewed the 2011 year-end review. As of 12/31/2011 the total account value at LPL was \$18,271,449.59 which was up 3.97% for the quarter and down 1.49% year to date. Antioho discussed the bond maturity schedule, reallocation of variable annuities, asset allocations and made his recommendations to the Board. **A motion by Viken to follow Antioho's recommendation to reallocate variable annuity managers to the portfolio presented, second by Jimenez. Roll call vote: Witnik – aye, Jimenez – yes, Viken – aye, Winje – aye, Camp - absent. Motion unanimously carried.**

The Board discussed the investment policy and possible revisions to be made – **TABLED until the next meeting.**

Asset Allocations were further discussed and – **TABLED until the next meeting.**

A motion by Witnik to take \$2 million from the Cash account, as funds are available, and invest the \$2 million in Boyd Watterson, as presented, second by Viken. Roll call vote: Witnik – aye, Jimenez – yes, Viken – aye, Winje – aye, Camp - absent. Motion unanimously carried.

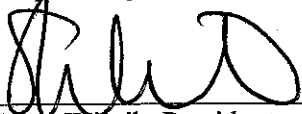
A motion by Winje to take \$200,000 from the Cash account from the sale of accounts and invest \$100,000 into Lazard and \$100,000 into Virtus any balance will be invested in the Wilshire Index, second by Jimenez. Roll call vote: Witnik – aye, Jimenez – yes, Viken – aye, Winje – aye, Camp - absent. Motion unanimously carried.

ADJOURNMENT

A motion by Viken to adjourn the meeting at 7:44 PM, second by Jimenez. Motion unanimously carried by voice vote.

Next Regular Board meeting: April 17, 2012 at 5:00 PM

Respectfully submitted,



Steve Witnik, President

Date approved by Board:

04/17/12

Minutes prepared by Pension Services Administrator, Becky Davis