

**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES
FRANKLIN PARK POLICE PENSION FUND
April 28, 2015**

A regular meeting of the Board of Trustees of the Franklin Park Police Pension Fund was held on Tuesday, April 28, 2015 at 5:00 p.m., at the Franklin Park Police Station in the Community Room located at 9451 W. Belmont Avenue, pursuant to notice, to conduct regular business.

CALL TO ORDER BY PRESIDING OFFICER

President Steve Witnik called the meeting to order at 5:02 p.m.

ROLL CALL

Upon roll call the following answered:

Present: President Steve Witnik, Secretary Robert Jensen, Vice President Richard Viken, and Asst. Secretary Jim Winje

Absent: Trustee Jason Waychoff

Also Present: Daniel Antioho of Antioho Investment Planning Group, LLC; James Ritchie, Lisa Barnaby and Becky Davis of Lauterbach & Amen, LLP (L&A); Treasurer Frank Grieshamer

PUBLIC COMMENT – There was no public comment.

APPROVAL OF PRIOR MEETING MINUTES

The Board reviewed the prior meeting minutes presented in the Board meeting packet. A motion was made by Trustee Viken and seconded by Trustee Winje to approve the January 27, 2015 regular meeting minutes as written. Motion carried by unanimous voice vote.

The Board reviewed the closed session transcript from the Darren Glover disability hearing, and agreed that the minutes will remain closed and confidential.

ACCOUNTANT'S REPORT

The Board reviewed the Zabinski Consulting engagement letter presented in the Board meeting packet. A motion was made by Trustee Witnik and seconded by Trustee Viken to approve the engagement letter from Zabinski Consulting and the cost of \$3,300 to complete the 04/30/2015 audit report.

AYES: Trustees Witnik, Jensen, Viken, and Winje

NAYS: None

ABSENT: Trustee Waychoff

Mr. Ritchie presented the Zabinski confirmation letter and Treasurer Grieshamer executed the document based on the Board's approval of the engagement letter.

Treasurer Grieshamer signed his approval of the vendor checks report.

Treasurer Grieshamer left the meeting at 5:05 p.m.

Mr. Ritchie discussed the GASB reporting that is currently in process; the final report is expected to be completed by L&A in time for the next Board meeting.

Mr. Ritchie reported that the DOI Annual Statement is currently in process, and that the DOI will no longer allow extensions. The Annual Statement must be completed and the Certification Form submitted to the DOI, on or before 10/31/2015. L&A is working with the Village and the Fund in an effort to complete this project in a timely manner.

The Board distributed and reviewed the monthly financial report. For the eleven months ended 03/31/2015, net assets held in trust for pension benefits were \$23,575,527.54. A motion was made by Trustee Witnik and seconded by Trustee Viken to accept the financial report as presented. Motion carried by unanimous voice vote.

The Board reviewed the vendor checks report presented in the Board meeting packet. A motion was made by Trustee Witnik and seconded by Trustee Viken to approve the expenses paid in January, February and March 2015 totaling \$33,043.24 (see attached detail).

AYES: Trustees Witnik, Jensen, Viken, and Winje

NAYS: None

ABSENT: Trustee Waychoff

INFORMATIONAL ITEMS AND UNFINISHED BUSINESS

- Trustee Training Summary: all Trustees are up-to-date with training requirements, and the Board agreed to attend the IPPFA fall training conference in Lake Geneva, WI.
- FOIA, OMA designee training: Trustee Witnik is the FOIA and OMA designee and Trustee Jensen is the backup FOIA and OMA designee; both Trustees agreed to complete the online training as soon as possible.
- Statements of Economic Interest (SEI): all trustees reported that they have completed, or will complete, their SEI prior to the May 1, 2015 deadline.
- Legal and Legislative Update: the newsletter was presented in the Board meeting packet for the Trustees to review at their convenience.

NEW BUSINESS

The Board discussed the military service transfer request from Officer Tomasz Klos. The Board recognized that Officer Klos' request is to transfer 24 months of his military service time; payments have been set up through the Village as a payroll (after-tax) deduction, beginning with the 03/27/2015 payroll; there will be 260 payments of \$159.04 each.

The Board discussed the newly hired Police Officers. A motion was made by Trustee Witnik and seconded by Trustee Viken to accept the following Officers, hired on 01/09/2015 with Tier 2 status, into the Fund: Michael Iagulli and Daniel Rocha. Motion carried by unanimous voice vote.

The Board discussed the election results for the active member position. Robert Jensen ran unopposed and was elected by acclamation. A motion was made by Trustee Witnik and seconded by Trustee Winje to certify the election results electing Robert Jensen to the Board of Trustees, by acclamation, for a two year term ending 04/30/2017. Motion carried by unanimous voice vote.

The Board discussed the reappointment of Jason Waychoff. The Board agreed that Trustee Waychoff's term will be considered ongoing if there is no action by the Mayor.

The Board discussed the annual DOI Compliance fee invoice. A motion was made by Trustee Winje and seconded by Trustee Jensen to authorize payment of the DOI Compliance fee invoice upon receipt.

AYES: Trustees Witnik, Jensen, Viken, and Winje

NAYS: None

ABSENT: Trustee Waychoff

The Board noted that there was a request for a disability application. More information will follow if the application is submitted for processing.

INVESTMENT REPORT

Mr. Antioho distributed and reviewed the 2015 first quarter investment report with the Board. Mr. Antioho discussed the market commentary. As of 03/31/2015, the portfolio return was 1.80% for the quarter/year-to-date. The comparison composite index reported 1.82% for the quarter/year-to-date. The ending market value was \$23,390,536.48. The annuity performance, cash flow and expense ratios were discussed. Mr. Antioho discussed his recommendation to liquidate the MetLife Vintage Access annuities, to reposition those assets, and

therefore reducing the amount of fees paid by 400%. A motion was made by Trustee Witnik and seconded by Trustee Viken to authorize Mr. Antioho to liquidate the MetLife Vintage Access annuities and reposition the assets as discussed in proposal #2, as follows: Liquidate MetLife Variable Annuity (4 contracts); purchase \$250,000 in the Small Cap Index Fund; purchase \$450,000 in the Vanguard Total International Stock Index (new account); purchase \$50,000 in the MFS International Value (new account).

AYES: Trustees Witnik, Jensen, Viken, and Winje
NAYS: None
ABSENT: Trustee Waychoff

For the next agenda, Mr. Antioho indicated that he will prepare a custodian search for discussion and possible action at the next meeting.

The next regular Board meeting is scheduled for July 28, 2015, at 5:00 p.m.

CLOSED SESSION – There was no closed session.

ADJOURNMENT

A motion was made by Trustee Viken and seconded by Trustee Jensen to adjourn the meeting at 6:09 p.m. Motion carried unanimously by voice vote.

Respectfully submitted,

Robert Jensen, Pension Board Secretary

Date approved by Board

Minutes prepared by Pension Services Administrator, Becky Davis

Franklin Park Police Pension Fund

Vendor Checks Report

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Vendor Name	Chk. No.	Check Date	Amount	
LAUTERBACH & AMEN LLP	70046	01/05/15	7,315.00	
INSPE ASSOCIATES LTD	30054	01/22/15	1,500.00	
REIMER, DOBROVOLNY & KARLSON LLC	30055	01/22/15	<u>1,620.01</u>	
		Subtotal	<u><u>3,120.01</u></u>	
VILLAGE OF FRANKLIN PK	30053	01/30/15	4,375.91	Electronic
BOYD WATTERSON ASSET MGMT	50069	01/31/15	5,443.00	Electronic
LAUTERBACH & AMEN LLP	30056	02/02/15	1,620.00	
VILLAGE OF FRANKLIN PK	30057	02/27/15	4,375.91	Electronic
LPL FINANCIAL HOLDINGS, INC	50070	02/28/15	25.00	
REIMER, DOBROVOLNY & KARLSON LLC	30059	03/03/15	87.50	
LAUTERBACH & AMEN LLP	30058	03/09/15	1,940.00	Electronic
STEPHEN M. WITNIK*	30061	03/19/15	365.00	
VILLAGE OF FRANKLIN PK	30060	03/31/15	4,375.91	Electronic
		TOTAL	<u><u>33,043.24</u></u>	