

**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE FRANKLIN PARK POLICE PENSION FUND
OCTOBER 31, 2017**

A regular meeting of the Board of Trustees of the Franklin Park Police Pension Fund was held on Tuesday, October 31, 2017 at 5:00 p.m., at the Franklin Park Police Station in the Community Room located at 9451 W. Belmont Avenue, Franklin Park, IL, pursuant to notice, to conduct regular business.

CALL TO ORDER: Trustee Witnik called the meeting to order at 5:00 p.m.

ROLL CALL

PRESENT: Trustees Steve Witnik, Robert Jensen, Jim Winje, and Richard Viken
ABSENT: Trustee Jason Waychoff
ALSO PRESENT: Daniel Antioho, Antioho Investment Planning Group, LLC; James Ritchie and Amanda Secor, Lauterbach & Amen, LLP (L&A), Treasurer Frank Grieshamer, Village of Franklin Park

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *July 25, 2017 Regular Meeting Minutes:* The Board reviewed the minutes from the July 25, 2017 regular meeting. A motion was made by Trustee Viken and seconded by Trustee Winje to approve the minutes as written. Motion carried unanimously by voice vote.

September 12, 2017 Officer Sardo Disability Hearing: The Board reviewed the minutes from the September 12, 2017 disability hearing for Officer Sardo. A motion was made by Trustee Viken and seconded by Trustee Jensen to approve the minutes as transcribed. 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 September 30, 2017, the plan net assets held in trust for pension benefits is \$26,057,843.15 with a change in position of \$1,128,627.95 for the five month period. The Board reviewed the Cash Analysis, Revenue and Expense Reports, Member Contributions, and Payroll Journal.

Presentation and Approval of Bills: The Board reviewed the Vendor Check Report for the period 07/01/2017 – 09/30/2017 for total disbursements in the amount of \$123,858.11. A motion was made by Trustee Witnik and seconded by Trustee Viken to approve the disbursements shown on the Vendor Check Report as presented. Motion carried by roll call vote.

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

Additional Bills, if any: The Board reviewed the following invoice for approval:

- Zabinski Consulting Services, Inc. invoice #3070 in the amount of \$3,300 for audit services for the fiscal year ended 04/30/17

A motion was made by Trustee Witnik and seconded by Trustee Jensen to approve the invoice as presented. Motion carried by roll call vote.

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

Trustee Training Reimbursements: There were no Trustee training reimbursements submitted.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Review/Possible Approval of Written Decision & Order – Norman Carli Jr.:* The Board noted that the written Decision & Order prepared by RDK has not been received. Mr. Carli has the ability to convert his disability pension into a service retirement and the Board does not anticipate a written Decision & Order being received. No further action is required at this time.

Review/Possible Approval of Disability Application – Christopher Sardo: Trustee Witnik informed the Board that a hearing for Mr. Sardo is scheduled for November 14, 2017. An update will be provided at the next regular Board meeting.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: There were no applications for membership or withdrawals from the Fund.

COMMUNICATIONS AND REPORTS: *Affidavits of Continued Eligibility:* The Board noted that all 2017 Affidavits of Continued Eligibility have been received by L&A. The originals were presented to the Board for their records.

Legal Updates: The Board reviewed copies of Reimer, Dobrovolny & Karlson, LLC's, *Legal and Legislative Update* newsletter.

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

Annual Independent Medical Examination – Frederick Dede III: Trustee Witnik informed the Board that Frederick Dede III was examined by Dr. Vender and the evaluation determined that Officer Dede remains disabled. A motion was made by Trustee Witnik and seconded by Trustee Viken to continue Frederick Dede III's disability benefits based on Dr. Vender's report, subject to further annual evaluations until age 50. Motion carried by roll call vote.

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

NEW BUSINESS: *IDOI Annual Statement:* The Board noted that the IDOI Annual Statement and executed Certification Form have been submitted to the Illinois Department of Insurance prior to the October 31st deadline. No further action is necessary.

Review/Approve – April 2017 Year End Audit: Mr. Ritchie presented the final copy of the 2017 annual audit prepared by Zabinski Consulting Services, Inc. A motion was made by Trustee

Witnik and seconded by Trustee Viken to accept the final audit as prepared by Zabinski Consulting Services, Inc. Motion carried by roll call vote.

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

Review/Approve – Actuarial Valuation and Tax Levy Request: The Board reviewed the finalized Actuarial Valuation prepared by L&A. Based on data and assumptions, the recommended contribution amount is \$2,543,142 which as a \$151,638 increase from the prior year contribution. The statutory minimum contribution requirement is \$2,533,879. A motion was made by Trustee Viken and seconded by Trustee Jensen to accept the Actuarial Valuation as prepared and to request a tax levy in the amount of \$2,543,142 from the Village of Franklin Park based upon the recommendation of L&A. Motion carried by roll call vote.

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

Review/Adopt – Municipal Compliance Report: The Board reviewed the Municipal Compliance Report prepared by L&A. Board President Witnik and Secretary Jensen executed the document and presented it to Mr. Grieshamer to be submitted to the Village of Franklin Park.

Ratify 2018 Board Meeting Dates: The Board established the 2018 Board meeting dates as January 30th, April 24th, July 31st and October 30th at 5:00 p.m. located in the Village Hall Community Room located at 9451 W. Belmont Ave. Franklin Park, Illinois.

INVESTMENT REPORT – ANTIOHO INVESTMENT PLANNING GROUP, LLC:

Quarterly Investment Report: Mr. Antioho distributed the Quarterly Investment Report for the third quarter of 2017 for the Board to review. The ending market value of the Fund as of 09/30/2017 is \$25,854,576.17. The total Fund performance for the third quarter was 2.67%. The portfolio allocation as of 09/30/2017 is: Domestic Equities 43.20%; International Equities 9.39%; Fixed Income 38.37%; Cash 7.06%; and Other 1.99%.

Potential Purchase and/or Sale of Securities, Re-balancing of Asset Allocations and Hiring/Termination of Investment Managers: Mr. Antioho recommended that the Board reallocate the proceeds of annuities surrendered during the previous quarter, totaling \$815,000.00. Mr. Antioho proposed reallocating the funds as follows: \$250,000.00 to Small Cap Domestic Equities, \$250,000.00 to Large Cap Domestic Equities, \$125,000.00 to Real Estate and \$125,000.00 to International Small Cap Equities, with the remaining \$65,000.00 designated to Cash. A motion was made by Trustee Witnik and seconded by Trustee Winje to approve the transactions as recommended. Motion carried by roll call vote.

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

Review/Update Investment Policy: The Board discussed amending the Investment Policy as presented by Antioho Investment Planning Group, LLC. A motion was made by Trustee Witnik

and seconded by Trustee Viken to approve the amended Investment Policy Statement as presented.
Motion carried by roll call vote.

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

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

ADJOURNMENT: A motion was made by Trustee Witnik and seconded by Trustee Viken to adjourn the meeting at 6:01 p.m. Motion carried unanimously by voice vote.

The next regular Board meeting is scheduled for Tuesday, January 30, 2018, at 5:00 p.m.

Respectfully submitted,

Robert Jensen, Pension Board Secretary Date approved by Board _____

Minutes prepared by Amanda Secor, Pension Services Administrator