

**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE FRANKLIN PARK POLICE PENSION FUND
JANUARY 30, 2018**

A regular meeting of the Board of Trustees of the Franklin Park Police Pension Fund was held on Tuesday, January 30, 2018 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, Richard Viken and Jason Waychoff

ABSENT: None

ALSO PRESENT: Daniel Antioho, Antioho Investment Planning Group, LLC; Amanda Secor, Lauterbach & Amen, LLP (L&A); Treasurer Frank Griecashamer, Village of Franklin Park

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *October 31, 2017 Regular Meeting Minutes:* The Board reviewed the minutes from the October 31, 2017 regular meeting. A motion was made by Trustee Winje and seconded by Trustee Viken to approve the minutes as written. Motion carried by roll call vote.

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

November 14, 2017 Officer Sardo Disability Hearing: The Board reviewed the transcript from the November 14, 2017 disability hearing for Officer Sardo. A motion was made by Trustee Jensen and seconded by Trustee Viken to approve the minutes as transcribed. Motion carried by roll call vote.

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

Semi-Annual Review of Closed Session Meeting Minutes: The Board reviewed the closed session meeting minutes. A motion was made by Trustee Witnik and seconded by Trustee Viken to keep the closed session minutes closed at this time due to pending matters. Motion carried by roll call vote.

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

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report & Presentation and Approval of Bills:* The Board was presented with the Monthly Financial Report prepared by Lauterbach & Amen, LLP for review. As of November 30, 2017, the plan net assets held in trust for pension benefits is \$26,340,261.33 with a change in position of \$1,231,425.07 for the seven month period. The Board reviewed the Cash Analysis, Revenue and

Expense Reports, Member Contributions, Payroll Journal and Vendor Check Report for the period 09/01/2017 - 11/30/2017 for total disbursements in the amount of \$135,769.14. A motion was made by Trustee Witnik and seconded by Trustee Waychoff to accept the Monthly Financial Report as presented and to approve the disbursements shown on the Vendor Check Report in the amount of \$135,769.14. Motion carried by roll call vote.

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

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

- Boyd-Watterson invoice #47477 dated January 16, 2018 in the amount of \$6,305.00 for professional services rendered 01/01/2018 - 03/31/2018

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

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

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Deceased Pensioner – Walter Simkus/Approval of Surviving Spouse Benefits – Shirley Simkus:* The Board noted that Walter Simkus passed away on 11/22/2017. The Board reviewed the surviving spouse benefit calculation for Shirley Simkus with an effective date of 11/23/2017 for a monthly benefit of \$3,668.63 with no additional increases. A motion was made by Trustee Witnik and seconded by Trustee Viken to approve the surviving spouse benefit of Shirley Simkus as calculated by L&A. Motion carried unanimously by voice vote.

Deceased Pensioner – Joseph Patti/Approval of Surviving Spouse Benefits – Jeanette Patti: The Board noted that Joseph Patti passed away on 01/21/2018. L&A has provided the necessary forms to surviving spouse Jeanette Patti in order to calculate surviving spouse benefits. A status update will be provided at the next regular meeting.

Review/Possible Approval of Disability Application – Christopher Sardo: The Board held a hearing on November 14, 2017 in which a line of duty disability benefit was awarded to Officer Sardo. The Written Decision and Order is being prepared by Reimer, Dobrovolny, and Karlson LLC and will be presented for approval and execution at the April 24, 2018 meeting.

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

COMMUNICATIONS AND REPORTS: *Statements of Economic Interest:* The Board noted that the List of Filers must be submitted to the County by the Village by February 1, 2018. Statements of Economic Interest will be sent to all registered filers who will need to respond by the deadline of May 1, 2018.

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 Trustee Training Summary and discussed upcoming training opportunities. Trustees were reminded to submit all certificates of completion to L&A for recordkeeping.

NEW BUSINESS: *Approve Annual Cost of Living Adjustments (COLAs) for Pensioners:* The Board reviewed the 2018 Cost of Living Adjustments (see attached) as calculated by L&A. A motion was made by Trustee Witnik and seconded by Trustee Winje to approve the 2018 Cost of Living Adjustments as require by statute and calculated by L&A. Motion carried unanimously by voice vote.

Review Trustee Term Expirations and Election Procedures: The Board noted that the active member term currently held by Trustee Witnik and the retired member term currently held by Trustee Viken are expiring in April 2018. Trustees Witnik and Viken expressed their wishes to remain on the Board if nominated. L&A will conduct an election on behalf of the Pension Fund for the retired member Trustee position and Trustee Jensen will conduct an election for the active member Trustee position. The Board also noted that the appointed member Trustee positions held by Trustees Winje and Waychoff are expiring in April 2018 and both Trustees wish to remain on the Board. The Board will contact the Village and seek reappointment of Trustees Winje and Waychoff to the Board.

Discussion/Possible Action – Board Authority to Reallocate Funds for Benefit Payments: Trustee Witnik informed the Board that he and Mr. Antioho are currently working with the Village Comptroller in order to ensure that tax revenue is being appropriately deposited in to the Fund from Cook County. A motion was made by Trustee Witnik and seconded by Trustee Viken to reallocate \$425,000 from the Boyd-Watterson account to cash for the purpose of paying pension benefits. Motion carried by roll call vote.

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

A motion was made by Trustee Witnik and seconded by Trustee Viken to grant Mr. Antioho the authority to reallocate additional funds for the purpose of funding payroll, due to untimely funding from Cook County, with verbal permission from between two and five Board Trustees. Motion carried by roll call vote.

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

INVESTMENT REPORT – ANTIOHO INVESTMENT PLANNING GROUP, LLC:

Quarterly Investment Report: Mr. Antioho distributed the Quarterly Investment Report for the fourth quarter of 2017 for the Board to review. The ending market value of the Fund as of 12/31/2017 is \$26,094,813.08. The total Fund performance for the fourth quarter was 3.31%. The portfolio allocation as of 12/31/2017 is: Domestic Equities 45.54%; International Equities 10.25%; Fixed Income 38.76%; Cash 3.23%; and Other 2.21%.

Potential Purchase and/or Sale of Securities, Re-balancing of Asset Allocations and Hiring/Termination of Investment Managers: Mr. Antioho recommended that the Board rebalance

the asset allocation in order to adhere to the current Investment Policy. A motion was made by Trustee Witnik and seconded by Trustee Jensen to rebalance the portfolio by reallocating \$1,420,000.00 from the Vanguard Total Stock Market Index Fund to the underfunded asset classes: \$330,000.00 to the T. Rowe Price International Discovery Fund, \$440,000.00 to the Vanguard Small Cap Index Fund, \$275,000.00 to Virtus Real Estate and \$375,000.00 to Vanguard REIT Index. Motion carried by roll call vote.

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

Review/Update Investment Policy: The Board reviewed the current Investment Policy and determined no updates were needed at this time.

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 6:06 p.m. Motion carried unanimously by voice vote.

The next regular Board meeting is scheduled for Tuesday, April 24, 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