

**MINUTES OF REGULAR MEETING OF THE BOARD OF TRUSTEES
SCHILLER PARK FIREFIGHTERS' PENSION FUND
FEBRUARY 18, 2016**

A regular meeting of the Board of Trustees of the Schiller Park Firefighters' Pension Fund was held on **Thursday, February 18, 2016, at 10:00 am** at 9526 West Irving Park Road, Schiller Park, Illinois, pursuant to notice.

CALL TO ORDER: The meeting was called to order by Trustee Schneider at 10:03am.

PRESENT: Trustees Peter Chiodo, Alberto Martin, Blaine Schneider, and Greg Swiontek
ABSENT: Trustee Scot Anderson
ALSO PRESENT: Ben Holland and Joe Guttilla, Oppenheimer & Co.; Rick Reimer, Reimer Dobrovolny & Karlson, LLC; Allie Rysell and Sara Tokarz, Lauterbach & Amen, LLP

APPROVAL OF MEETING MINUTES: The Board reviewed the minutes from the regular meeting of November 17, 2015 and the special meeting of January 21, 2016. A motion was made by Trustee Swiontek and seconded by Trustee Schneider to approve the minutes of November 17, 2015 as written. Motion carried unanimously by voice vote.

A motion was made by Trustee Swiontek and seconded by Trustee Chiodo to approve the minutes of January 21, 2016 as written. Motion carried unanimously by voice vote.

Semi Annual Review of Closed Session Minutes: The Board determined that there are no closed session minutes for review.

COMMUNICATIONS AND REPORTS: *Statements of Economic Interest:* The Board was reminded that annual Statements of Economic Interest are due to the County Clerk's Office no later than May 1, 2016.

TREASURER'S REPORT: *Monthly Financial Report – Lauterbach & Amen, LLP:* Lauterbach & Amen reviewed the monthly financial report as of December 31, 2015 with the Board. As of 12/31/2015, the Net Position Held in Trust for Pension Benefits is \$11,445,157.50 with a change in position of (\$550,185.45) for the eight month period. The cash analysis report, revenue and expense report, member contribution report, payroll journal and vendor checks report were reviewed. The Vendor Checks Report for the period 10/01/15 through 12/31/15 shows payments totaling \$45,617.94. All questions were answered by Lauterbach & Amen. A motion was made by Trustee Chiodo and seconded by Trustee Swiontek to accept the monthly financial report as presented. Motion carried unanimously by voice vote.

Board Attorney Rick Reimer arrived to the meeting at 10:11am.

Additional Bills: The Board reviewed the following additional bills for approval:

- Ottosen Britz invoice #85099 in the amount of \$947.99 for legal services rendered.

A motion was made by Trustee Swiontek and seconded by Trustee Chiodo to approve the Ottosen Britz invoice as presented. Motion carried by roll call vote.

AYES: Trustees Chiodo, Martin, Schneider and Swiontek
NAYS: None
ABSENT: Trustee Anderson

INVESTMENT REPORT: Ben Holland and Joe Guttilla from Oppenheimer & Co. presented the investment report for the period ending December 31, 2015. As of 12/31/2015, the market value of the portfolio is \$11,368,862.79. Investment return net of fees is 2.3% for the quarter and -1.1% fiscal year to date. The net unrealized gains as of December 31, 2015 is \$544,186.00. The portfolio composition is 55.30% in equities, 42.90% in fixed income, and 1.80% in emerging markets. Current asset allocation within the equity and fixed income funds were reviewed, as well as individual fund performance, and investment fees. Mr. Holland and Mr. Guttilla discussed the long term market value of the fund, along with the risk-reward analysis, current and projected market conditions. All questions were answered by Oppenheimer & Co. Oppenheimer & Co. discussed with the Board the possibility of increasing the equities target allocation from 55% to 65%. The Board would like additional information before increasing the equities target allocation. The Board will discuss this opinion further at the next regular meeting. A motion was made by Trustee Swiontek and seconded by Trustee Chiodo to accept the Investment Report as presented. Motion carried unanimously by voice vote.

Review of Investment Policy: The Board reviewed the Investment Policy Statement as presented by Oppenheimer & Co. and discussed possible future revisions. A motion was made by Trustee Swiontek and seconded by Trustee Chiodo to accept the investment policy as presented, with no revisions. Motion carried by roll call vote.

NEW HIRES/APPLICATIONS TO THE PENSION FUND: There are none at this time.

RETIREMENT AND DISABILITY APPLICATIONS: There are none at this time.

OLD BUSINESS: *Trustee Training Updates:* Trustees were presented with upcoming opportunities for trustee training to obtain the required 16 hours of annual continuing education. Any certificates of completion for continuing education should be sent to Lauterbach & Amen for record keeping.

NEW BUSINESS: *Kenneth Weingart – Reciprocity:* The Board discussed the current status of Mr. Weingart's request to purchase his time from Schiller Park Firefighters' Pension Fund. At this time there is no action to be taken.

2016 Cost of Living Adjustments: The Board reviewed the 2016 Cost of Living Adjustments for Pensioners of the Schiller Park Firefighters' Pension fund. A motion was made by Trustee Swiontek and seconded by Trustee Schneider to authorize the required statutory Cost of Living Adjustments as calculated by Lauterbach & Amen. Motion carried unanimously by voice vote.

Trustee Term Expirations: Lauterbach & Amen informed the Board that the trustee term for Greg Swiontek (Active) will expire April 30, 2016. Trustee Swiontek is interested in running for re-election if nominated. The Board directed Lauterbach & Amen to conduct the Trustee elections on behalf of the Board. Election results will be presented to the Board at the next regular meeting.

ATTORNEY REPORT: Board Attorney, Rick Reimer, distributed copies of his firm's *Legal and Legislative Update* and discussed recent case rulings and Pension reform legislation pertaining to Article 3 and 4 Pension Funds. Any proposed new pension reform will be watched carefully. All questions were answered by Mr. Reimer.

Rick Reimer discussed with the Board the documents and files that should be transitioned for the previous Board Attorney to Reimer Dobrovolny & Karlson. The Board will contact Ottosen Britz to obtain the requested documents and files.

The Board directed Rick Reimer create and send a Request for Proposal (RFP) for financial consultants and manager advisors. Mr. Reimer will send a draft RFP to the Board for review, and send to Board

selected Investment Managers and Consultants. A motion was made by Trustee Chiodo and seconded by Trustee Swiontek to authorize Rick Reimer to send Requests to Oppenheimer & Co. and Wall & Associates for Investment Consultant proposals and to Sawyer Falduto Asset Management and Great Lakes Advisors for Investment Manager proposals to be returned via email no later than May 1, 2016 for discussion at the next regular meeting.

The Board discussed the recent decision to eliminate the IMET bank account, and to have the tax levy funds sent to Oppenheimer for investment and distribution. Trustee Schneider informed the Board that the county is not able to send funds directly to Oppenheimer. At this time, there is no change to the previous policy.

PUBLIC COMMENT: None

CLOSED SESSION: There was no Closed Session needed.

ADJOURNMENT: A motion was made by Trustee Chiodo and seconded by Trustee Swiontek to adjourn the meeting at 11:46am. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for May 19, 2016 at 10:00am at 9526 West Irving Park Road, Schiller Park, Illinois.

Greg Swiontek, Secretary

Minutes prepared by Sara Tokarz, Pension Services Administrator, Lauterbach & Amen, LLP