

**MINUTES OF A REGULAR MEETING OF THE EAST JOLIET FPD FIREFIGHTERS'
PENSION FUND BOARD OF TRUSTEES
MONDAY, FEBRUARY 12, 2018**

A regular meeting of the East Joliet FPD Firefighters' Pension Fund Board of Trustees was held on Monday, February 12, 2018 at 10:00 am at the East Joliet Fire Protection District located at 911 S. Briggs Street, Joliet, IL 60433 for the purpose of conducting regular business.

CALL TO ORDER: President Kenneth Scholtes called the meeting to order at 10:03 am.

ROLL CALL:

PRESENT: Trustees Robert Scholtes, Ken Scholtes, Scott Matthews and Harold O'Mara

ABSENT: Trustee Romar Salinas

ALSO PRESENT: Tom Grooms, Premier Asset Management (*joined the meeting at 10:15 am*); Jerry Marzullo, Puchalski, Goodloe, Marzullo, LLP; Trinetta Gardner and Robina Amato, Lauterbach & Amen, LLP (L&A)

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *November 6, 2017 Regular Meeting Minutes:* The Board reviewed the minutes from the November 6, 2017 regular meeting. A motion was made by Trustee O'Mara and seconded by Trustee Scholtes to approve the November 6, 2017 regular meeting minutes with an amendment to the call to order. Motion carried unanimously by voice vote.

Semi-Annual Review of Closed Session Meeting Minutes: There are no closed session meeting minutes for review.

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report & Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the four-month period ending December 31, 2017 prepared by L&A. As of December 31, 2017, the net position held in trust for pension benefits is \$3,122,401.69 with a change in position of \$191,885.44. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report, Payroll Journal, and the Vendor Checks Report for the period October 1, 2017 through December 31, 2017 for a total disbursement of \$20,522.91. A motion was made by Trustee Robert Scholtes and seconded by Trustee Matthews to accept the Monthly Financial Report as presented and to approve the disbursements shown on the Vendor Checks Report in the amount of \$20,522.91. Motion carried unanimously by voice vote.

COMMUNICATIONS AND REPORTS: *Statements of Economic Interest:* The Board noted that the list of Filers was due to the County by the District 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.

2018 IRS Mileage Rate: The Board noted that the IRS standard business mileage rate used for reimbursement increased to \$0.545 per mile effective January 1, 2018.

INVESTMENT REPORT – PREMIER ASSET MANAGEMENT: *Investment Report:* Mr. Grooms presented the Investment Report for the period ending February 7, 2018. As of February 7, 2018, the net return for the period December 31, 2016 through December 31, 2017 is 10.08% and the ending market value is \$2,808,767.79. The current asset allocation is as follows: government bonds at 14%, municipal bonds at 6%, corporate bonds at 22%, CDs at 13%, equities at 33%, and cash and equivalents at 12%. A motion was made by Trustee Robert Scholtes and seconded by Trustee Kenneth Scholtes to accept the Investment Report as presented. Motion carried unanimously by voice vote.

Trustee Matthews left the meeting at 10:30 am

Review/Update Investment Policy: The Board reviewed the Investment Policy and noted there were no changes needed at this time.

TRUSTEE TRAINING UPDATES: The Board reviewed the Trustee Training Summary and discussed upcoming training opportunities. The Board was reminded to submit all training certificates to L&A for recordkeeping.

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

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS APPLICATIONS: There were no applications for retirement or disability benefits at this time.

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: IDOI Annual Statement: The Board noted that completion of the IDOI Annual Statement is in process and the final report will be sent to the Board for review upon completion.

Approve 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 Kenneth Scholtes and seconded by Trustee O'Mara to approve the 2018 Cost of Living Adjustments as required by statute and calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Robert Scholtes, Kenneth Scholtes and O'Mara

NAYS: None

ABSENT: Trustees Matthews and Salinas

Review Trustee Term Expirations and Election Procedures: The Board noted that the active member term currently held by Trustee Matthews is expiring in April 2018. Trustees Matthews expressed his interest to remain on the Board if nominated. L&A will conduct an election on behalf of the Pension Fund for one of the two active member Trustee positions.

Discussion and Possible Action Regarding Chief's Pension Fund Membership: The Board noted that Chief Robert Scholtes is not currently a contributing member into the East Joliet FPD Firefighters' Pension Fund. Chief Robert Scholtes noted he does not wish to make application to become a member of the East Joliet FPD Firefighters' Pension Fund. No action is needed at this time.

ATTORNEY'S REPORT: Legal Updates: Mr. Marzullo discussed recent court cases and decisions with the Board and answered all questions.

Discussion/Possible Action – Increase in Legal Fees: The Board noted the increase in the quarterly legal retainer fee for Puchalski, Goodloe, Marzullo from \$600.00 to \$650.00 and an increase in the hourly rate from \$165.00 to \$175.00. A motion was made by Trustee Kenneth Scholtes and seconded by Trustee O'Mara to accept the new rates as discussed. Motion carried by roll call vote.

AYES: Trustees Robert Scholtes, Kenneth Scholtes and O'Mara

NAYS: None

ABSENT: Trustees Matthews and Salinas

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

ADJOURNMENT: A motion was made by Trustee Matthews and seconded by Trustee Robert Scholtes to adjourn the meeting at 11:05 am. Motion carried unanimously by voice vote.

Respectfully submitted,

Robert Scholtes, Board Secretary

Minutes prepared by Robina Amato, Pension Services Administrator, Lauterbach & Amen

~ The next regular meeting is May 7, 2018 at 10:00 am ~