

## APPROVED MINUTES

### **VILLAGE OF NORTHFIELD BOARD OF TRUSTEES OF THE POLICE PENSION FUND**

January 30, 2020

Minutes of the Board of Trustees of the Police Pension Fund meeting held on Thursday, January 30, 2020 in the Village of Northfield Multi-Purpose Room, 2<sup>nd</sup> floor, 361 Happ Road, Northfield, Illinois.

#### **ROLL CALL**

President Kenneth Smith called the meeting to order at 5:00 p.m. Roll call was as follows:

#### **Trustees Present:**

Kenneth Smith  
William Lustig  
Gordon Scott  
Don Whiteman  
Tom Hanus

#### **Non-Trustees Present**

Steve Noble, Village Finance Director  
Kelly Weller, Great Lakes Advisors  
Charles Orth, Village Trustee  
Tom Terrill, Village Trustee  
Carolyn Clifford, Ottosen-DiNolfo

Mr. Smith noted there was a quorum present.

#### **PUBLIC COMMENT**

No public comment was made.

#### **APPROVAL OF MINUTES**

The next item was to approve the pension meeting minutes of October 24, 2019. Mr. Hanus made a motion to accept the minutes, seconded by Mr. Lustig, and upon a voice vote, motion passed.

No closed minutes for approval.

#### **REVIEW OF INVESTMENT REPORT-GREAT LAKES ADVISORS (GLA)**

Mr. Weller presented the Board with the December 31, 2019 investment report and said the market had a great year. The stock market and the U.S. economy continues to be very strong. Mr. Weller stated for the record that Great Lakes Advisors is in compliance with the statutory restrictions on the account of the Northfield Police Pension Fund, and recognizes its April 30<sup>th</sup> fiscal year, and also recognizes the Fund's 6.75% actuarial return assumption.

Mr. Weller then discussed the quarterly results. The Fund's performance for the 4<sup>th</sup> quarter ending December 31, 2019 gained \$998,579 bringing the total fund value to \$20,575,332. The calendar year return for 2019 was 17.04%, net of fees. As of December 31, 2019. The fiscal year to date performance was 4.19%, net of fees.

The asset allocation for the end of the 4<sup>th</sup> quarter was:

**Equity: 54.4%, Fixed Income: 41.6% and Cash: 4.0%.**

Mr. Weller briefly touched on the new Illinois Sustainable Investment Act, which will have to be incorporated into the Fund's investment policy and it will be discussed more at a future meeting.

Mr. Lustig made a motion to accept the Great Lakes Advisors report as presented, seconded by Mr. Whiteman. Upon a roll call vote, motion passed:

AYES: Smith, Lustig, Hanus, Whiteman and Scott  
NAYS: None  
ABSENT: None

### **TREASURER'S REPORT**

Mr. Noble presented the Board with the treasurer's report, dated December 31, 2019. He reviewed the report with the Board and answered questions.

### **APPROVAL OF BILLS**

Mr. Noble distributed a copy of the paid invoice sheets, which details all bills paid by the Pension Board for the period October 31, 2019 through December 31, 2019. The Board went over the disbursements. The bills for this period totaled \$21,617.88

Mr. Lustig made a motion to accept the Treasure's report and approve the payment of the bills, seconded by Mr. Whiteman and upon roll call vote, motion passed.

AYES: Smith, Lustig, Hanus, Whiteman and Scott  
NAYS: None  
ABSENT: None

### **APPROVAL OF PENSION INCREASES 2020**

Lauterbach and Amen prepared a list of current pensioners and the type of pension they receive, as well as the current and new benefit amount they will receive in 2020. Mr. Lustig made a motion to approve the annual benefit increases for pensioners, seconded by Mr. Whiteman and a upon a roll call vote, motion passed.

AYES: Smith, Lustig, Hanus, Whiteman and Scott  
NAYS: None  
ABSENT: None

### **DISCUSSION OF DEPARTMENT OF INSURANCE ACTUARIAL VALUATION FOR 2019**

Mr. Noble reviewed with the Board members the DOI actuarial valuation for 2019, which was issued in late November 2019. According to the DOI's actuary, the statutory minimum contribution is \$1,188,658 for the next fiscal year. Mr. Noble also provided an updated municipal compliance report that now includes the DOI actuarial information.

### **CONFIRMATION OF VILLAGE CONTRIBUTION**

Mr. Noble discussed the tax levy amount for the fund from the Village. Mr. Noble said that the Village contribution will be based on the Lauterbach & Amen actuarial valuation's recommended contribution of \$1,248,919.

**OLD BUSINESS**

The annual IME reports for Officer Hoffman and Officer Romag were sent on January 6, 2020. Officer Romag will be making an appointment with the doctor at Omega. H will turn 50 next year, so this will be the last IME required. Officer Hoffman will sign an authorization for release of her medical records, which we then submit to her physician.

**UPDATES TO BOARD RULES AND FORMS**

Ms. Clifford recommended holding the discussion for another quarter.

**NEW BUSINESS**

The Trustees will submit their Statement of Economic Interest as soon as the e-mails are sent by the county. These statements are due by May 1<sup>st</sup>.

Ms. Clifford presented her new engagement letter and retainer for 2020. She gave the Board an update on the changes which occurred at her law firm, which included some retirements. The letter details her retainer, which will be \$450.00 per month, as well as the services provided by her firm that are included in the retainer amount. Mr. Scott made a motion to accept the new engagement letter and retainer agreement, which will be paid as an annual retainer, seconded by Mr. Hanus and upon a roll call vote, motion passed.

- AYES: Smith, Lustig, Hanus, Whiteman and Scott
- NAYS: None
- ABSENT: None

**TRAINING**

Ms. Clifford discussed state and national pension issues, including consolidation and new laws affecting the pensions. She also discussed upcoming training opportunities.

Ms. Clifford will send us the annual timeline for 2020.

**CLOSED SESSION**

None

**ADJOURNMENT**

With no further business to discuss, Mr. Lustig made a motion to adjourn at 6:38 p.m., seconded by Mr. Scott, and upon a voice vote, motion passed.

Respectfully submitted,

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Donald Whiteman, Secretary

Minutes prepared by Maureen French, Administrative Assistant. Minutes approved the Board of Trustees at its meeting on \_\_\_\_\_2020.