

**BOARD OF TRUSTEES
DOWNERS GROVE FIREFIGHTERS PENSION FUND MEETING
Downers Grove Fire Department Station 2, 5420 Main, Training Room
November 9, 2017, 1700 hrs.**

Members Present

Trustee Scott Cavenaile, Trustee Jeff Kuchta, Trustee Robert Lang, Trustee Angelo Gurrieri, and Non-voting Downers Grove Finance Director Judy Buttny

Members Absent:

Trustee Matt Campbell

Guests

D. Wernecke, Financial Consultant – MarquetteAssociates
Eric Endriukaitis, Acct. – Lauterbach & Amen, LLP
Richard Reimer, Attorney - Reimer & Karlson LLC

Trustee Cavenaile called the meeting to order at 1700 hrs. in the first floor conference room of the Downers Grove Fire Department Station 2, 5420 Main, Downers Grove, IL.

Trustee Cavenaile introduced the new Trustee appointed by the Mayor, Angelo Gurrieri. Trustee Gurrieri advised that he is a resident of Downers Grove for 17 years and has 3 children in the Downers Grove school system. He has been in the financial industry for 22 years with his own firm and recently working with a national non-profit to promote financial literacy in corporations.

MINUTES

Trustee Cavenaile advised that the August 17, 2017 Quarterly Meeting Minutes had some minor grammatical changes made.

MOTION: A motion was made by Trustee Kuchta and seconded by Trustee Lang to approve the Quarterly Meeting Minutes of August 17, 2017 as amended.

Motion carried by a vote of 3-1.

Trustee Gurrieri abstained due to just being recently appointed to the Board and receiving the minutes being voted on, and therefore his unfamiliarity of some of the meeting's details.

Agenda Item - 3

Report from Marquette Associates

Handout

Marquette Associates DGFDF Pension Fund
September 30, 2017 - Quarterly Executive Summary Booklet

Mr. Wernecke explained the current quarter's Marquette Associates' Executive Summary Booklet with an overview of the various funds managed for the Pension Fund. He also answered questions regarding the various investment managers and gave insight into the thinking regarding investments in the various markets.

Mr. Wernecke reviewed the current market and how it is affecting the DGFDF Pension Funds and will continue to effect the various Pension Fund investments. He continued through the report giving explanation of the various investments and how the DGFDF Pension Funds are doing. As of September 30, 2017 over \$54,000,000 total assets in the portfolio. As per the standing Motion policy regarding cash balance rebalancing, approximately \$750,000 was rebalanced in July and again in September for a total \$1.1 million out of cash. About the only change for the quarter.

Mr. Wernecke gave a review of how we are invested and what the restrictions are relative to the Fund.

Mr. Wernecke advised that real estate Principal YTD was at 3.9% for the first half of the year. Steady as was expected. Principal still in main queue (about \$30 million). At present, slightly under weighted.

As requested by Trustee Kuchta at the last quarterly meeting, Mr. Wernecke presented his research on custodial services and fees. U.S. Bank is the current custodian. Mr. Wernecke's report showed 4 other custodial services and their fees for generic service. Discussion regarding each custodial service ensued. Even though there are no problems with US Bank, Mr. Wernecke did contact them to see if they could come down to at least mid-range in reducing the fees. They will advise us at a later date.

MOTION: A motion was made by Trustee Lang to accept the 3rd Quarter Report from Marquette Associates. Seconded by Trustee Kuchta.
Motion carried by a vote of 4-0.

Agenda Item 4 - A

Report from Lauterbach & Amen, LLP

ATTACHMENT I

Lauterbach & Amend, LLP

Monthly Financial Report

For the Month Ended September 30, 2017

Mr. Endriukaitis, of Lauterbach & Amen presented the Quarterly Financial Report ending September 30, 2017 reviewing each report, statement, expenses, contributions and payments. Total cash investments, \$53,948,914. The incurred interest \$104,068. As of September 30, 2017, net worth is \$54,054,761.71.

(Pg 2-2) Income statement showing 9 months of activity, total money in between the Village contribution and the member contributions and investments of \$8,200,647.28 less deductions equals \$5,324,520.70. Page 4-1 Current Tax contributions of \$1,285,482. In October, November and December 2017 you should receive another more in tax contributions. Expenses of benefits is \$336,515 and monthly administration expenses for a total expense of \$337,700.

Page 11-1 and 11-2 of this report contains the three month rolling Quarterly Vendor Check Report with all expense checks noted from July 1, 2017 through September 30, 2017.

MOTION: A motion was made by Trustee Kuchta to accept the September 30, 2017 Quarterly Report as presented from Lauterbach & Amen. Seconded by Trustee Lang.
Motion carried by a vote of 4-0.

MOTION: A motion was made by Trustee Kuchta to pay the Quarterly Vendor listed bills. August 1, 2017 through September 30, 2017) in the amount of \$95,997.44 and seconded by Trustee Lang.
Motion carried by a vote of 4-0.

Roll call was taken:

Trustee Cavenaile	Aye
Trustee Kuchta	Aye
Trustee Lang	Aye
Trustee Gurrieri	Aye

Agenda item 5 – B

New Employees/ Retirees

New employees David Laird, and Marco Montaini – both started on 10-22-17 and will both be Tier II employees and have requested to be in the Pension Fund.

MOTION: A motion was made by Trustee Lang to admit David Laird and Marco Montaini as of 10-22-17 as a Tier II employee into the DGFDP Pension Fund. Seconded by Trustee Kuchta.

Motion carried by a vote of 4-0.

OLD BUSINESS

None

NEW BUSINESS

2018 Quarterly Meeting Dates Set

February 7, 2018 at 5 p.m.

May 9, 2018 at 5 p.m.

August 9, 2018 at 5 p.m.

November 7, 2018 at 5 p.m.

Atty. Reimer discussed the mandatory training that Trustee Gurrieri would have to take.

MOTION: Trustee Cavenaile made a motion to approve the 32 hour mandatory IPPFA new trustee training for Angelo Gurrieri either on-line or in person (his own discretion). Trustee Lang seconded the motion.

Motion carried 3-0

Roll call was taken:

Trustee Cavenaile Aye

Trustee Kuchta Aye

Trustee Lang Aye

Trustee Gurrieri Aye

Mr. Endriukaitis advised that he had received the 3 year engagement letter on 11-09-17 (which was up for renewal as of 2018). Trustee Cavenaile advised that this would be on the Agenda for the February Quarterly meeting.

Atty. Reimer suggested that the annual exams for Mr. Lambert and Mr. Schultz be placed on the Agenda for the February 2018 meeting.

PUBLIC COMMENT

None

ADJOURN

MOTION: Trustee Kuchta made a motion to adjourn.
Trustee Lang seconded the motion.
Motion carried 4-0.

The meeting adjourned at 1746 hrs.
Respectfully submitted.

Firefighter/Paramedic Scott Cavenaile, Secretary

SC:pp All Files/Pension/2017 – 11-09-17 Quarterly Meeting Minutes (2)