

BOARD OF TRUSTEES
DOWNERS GROVE FIREFIGHTERS PENSION FUND MEETING
Downers Grove Fire Department Station 2, 5420 Main, Training Room
November 16, 2016, 1630 hrs.

Members Present

Trustee Matt Campbell, Trustee Scott Cavenaile, Trustee Jeff Kuchta, Trustee Thomas Carroll and Non-voting Downers Grove Finance Director Judy Buttny

Members Absent:

Trustee Robert Lang

Guests

D. Warnke, Financial Consultant – MarquetteAssociates
J. Weber, Acct. - Lauterbach & Amen, LLP
Eric Endriukaitis, Acct. – Lauterbach & Amen, LLP
Brian J. Labardi, Attorney - Reimer & Karlson LLC

Trustee Campbell called the meeting to order at 1632 hrs. in the first floor conference room of the Downers Grove Fire Department Station 2, 5420 Main, Downers Grove, IL.

MINUTES

Trustee Campbell advised that the August 4, 2016 Quarterly Meeting Minutes some minor grammatical changes were made.

MOTION: A motion was made by Trustee Kuchta and seconded by Trustee Campbell to approve the August 4, 2016 Quarterly Meeting Minutes as amended.

Motion carried by a vote of 3-0.

Agenda Item - 3

Report from MarquetteAssociates

Handout

MarquetteAssociates DGFDF Pension Fund
September 30, 2016 Third Quarter - Quarterly Executive Summary Booklet

D. Warnke reviewed MarquetteAssociates' Executive Summary Booklet of the various funds managed for the Pension Fund. He also reviewed and answered questions regarding the various investment managers and gave insight into the thinking regarding investments in the various markets.

Mr. Warnke reviewed the current market (and the upcoming election) and how it is affecting the

DGFD 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 DGFD Pension Funds are doing. He also advised that both Harbor and Franklin Templeton over the past 3 months have started to move upward. They will be kept as a “watch” but it is felt that they are doing fairly well.

Mr. Warnke advised that real estate principal YTD was 6.2% for the year. Steady as was expected with no red flags at this time. Principal slightly lowered their property allocation given it has been a good place to be and more sensitive to down turns.

MOTION: A motion was made by Trustee Kuchta to accept the 3rd Quarter Report from MarquetteAssociates. Seconded by Trustee Cavenaile.

Motion carried by a vote of 3-0.

MOTION: A motion was made by Trustee Campbell that any cash balance in excess of \$1.2 million in the Pension Fund, will be rebalanced per policy. Seconded by Trustee Kuchta.

Roll call was taken:

Trustee Campbell	Aye
Trustee Cavenaile	Aye
Trustee Kuchta	Aye

Agenda Item 4 - A

Report from Lauterbach & Amen, LLP

ATTACHMENT II

Lauterbach & Amend, LLP

Monthly Financial Report

For the Month Ended October 31, 2016

Mr. Weber of Lauterbach & Amen presented the Monthly Financial Report ending October 31, 2016 reviewing each statement regarding expenses, contributions and payments. Page 11-1 of this report contains the three month rolling Quarterly Vendor Check Report with all expense checks noted from August 1, 2016 through October 31, 2016.

Trustee Campbell queried if the Board wanted to change assumptions for their actuarial study when should they do that. Mr. Weber advised that as soon as the audit is in the beginning stage the actuary is ready to go. The discussion should be do they do it with Todd and he should be at the second quarter meeting to give the report. Therefore, discuss it thoroughly in the first quarter. Trustee Kuchta requested a scenario analysis from Lauterbach so they could decide what to do with the rate (which is currently 7.25).

Mr. Weber advised that it should be no later than February to make the change. He offered to

place that request with Todd now to do a table.

MOTION: A motion was made by Trustee Cavenaile to accept the October 31, 2016 Monthly Report as presented from Lauterbach & Amen. Seconded by Trustee Kuchta.
Motion carried by a vote of 3-0.

Trustee Thomas Carroll arrived.

ATTACHMENT III

July 1, 2016 through October 31, 2016
Quarterly Vendor Check Report

Agenda item 5 - A

J. Buttny presented a Quarterly Vendor check Report dated July 31, 2016 through October 31, 2016 and requested approval for the July through October 2016 expenditures totaling \$131,161.48 encompassing the line items in the Quarterly Vendor Check Report There was a discussion regarding various bills presented

MOTION: A motion was made by Trustee Campbell to pay the Quarterly Vendor listed bills in the amount of \$131,161.48 and seconded by Trustee Kuchta.
Motion carried by a vote of 4-0.

Roll call was taken:

Trustee Campbell	Aye
Trustee Cavenaile	Aye
Trustee Kuchta	Aye
Trustee Carroll	Aye

Agenda item 5 – B

J. Buttny presented a bill for the IPPFFA 2017 membership dues in the amount of \$795.00. Discussion regarding the benefit in paying the membership dues in that discounts are given to members for their CE classes.

MOTION: A motion was made by Trustee Cavenaile to pay the IPPFFA annual membership fee of \$795.00. Seconded by Trustee Kuchta.
Motion carried by a vote of 4-0.

Roll call was taken:

Trustee Campbell	Aye
Trustee Cavenaile	Aye
Trustee Kuchta	Aye
Trustee Carroll	Aye

Agenda item 5 – C

New Employees/ Retirees / Issueance of refund Two new employees William Carlson 8-15-16 and Joseph Rehak on 8-15-16 both as Tier II employees have requested to be in the Pension Fund.

MOTION: A motion was made by Trustee Kuchta to accept William Carlson and Joseph Rehak in the DGFDP Pension Fund. Seconded by Trustee Campbell.

Motion carried by a vote of 4-0.

Agenda item 5 – D

Clavin Brainard QUILDRO was explained by Atty. Labardi everything is good to go. No benefits will be paid until he retires. When he does advise you that he is retiring, notify us. We will send him the supplemental correspondence. Lauterbach will have to enter a calculation order as the QUILDRO says, Brainard will receive a certain percentage of the benefit. When you have a percentage you have to have a specific order with that percentage which will come from his lawyer.

MOTION: A motion was made by Trustee Campbell to approve the Calvin Brainard QUILDRO. Seconded by Trustee Carroll.

Motion carried by a vote of 4-0.

NEW BUSINESS

Agenda item 7 – A

Trustee Campbell discussed meeting dates and agenda planning.

The first meeting agenda should include conversation about any changes to the actuarial study and needs to be ready by the second quarter. Also, in the first quarter elections will have to be held. COLAs should discussed. Liability policy should be in place by approximately April which is done every year.

Meeting dates decided upon: February 9, May 4, August 17 and November 9, 2017 at 4:30 p.m. at DGFDP Station 2.

MOTION: A motion was made by Trustee Cavenaile to approve the meeting dates for 2017. Seconded by Trustee Kuchta.

Motion carried by a vote of 4-0.

OLD BUSINESS

Agenda item 6 – B

Atty. Labardi gave an update on the following:

- Schultz IME status has been rescheduled. He was in the hospital.
- Lambert IME – working on appointment. He tried to schedule appointment but the doctor's office advised that they have no records for him and he should not come. Atty.'s office is working out for finding out where the records are and setting up an appointment for him. (Dr. Murzin's office)

MOTION: A motion was made by Trustee Cavenaile to approve the meeting dates for 2017.

Seconded by Trustee Kuchta.
Motion carried by a vote of 4-0.

MOTION: A motion was made at 5:23 p.m. by Trustee Campbell to go into closed session regarding information on the C. Reiter matter. Seconded by Trustee Cavenaile.

Roll call was taken:

Trustee Campbell	Aye
Trustee Cavenaile	Aye
Trustee Carroll	Aye
Trustee Kuchta	Aye

MOTION: A motion was made at 5:36 p.m. by Trustee Campbell to end closed session and return to regular meeting. Seconded by Trustee Cavenaile.

Executive/Closed Session under 2(c)(11) of the Open Meetings Act, discussion of pending litigation Reiter V. Board of Trustees Case No. 15 CH1796

Roll call was taken:

Trustee Campbell	Aye
Trustee Cavenaile	Aye
Trustee Carroll	Aye
Trustee Kuchta	Aye

PUBLIC COMMENT

None

ADJOURN

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

The meeting adjourned at 1733 hrs.
Respectfully submitted.

Firefighter/Paramedic Scott Cavenaile, Secretary

SC:pp All Files/Pension/2016 – 11-16-16 Quarterly Meeting Minutes (2)