

APPROVED MINUTES

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

October 25, 2018

Minutes of the Board of Trustees of the Police Pension Fund meeting held on Thursday, October 25, 2018, in the Village of Northfield Multi-Purpose Room, 2nd floor, 361 Happ Road, Northfield, Illinois.

ROLL CALL

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

Trustees Present:

Kenneth Smith
William Lustig
Tom Hanus
Don Whiteman

Absent

Gordon Scott

Non-Trustees Present

Steve Noble, Village Finance Director
Mark LoPiccolo, Asst. Finance Director
Bruce Ebel, Great Lakes Advisors
Kelly Weller, Great Lakes Advisors
Carolyn Clifford, Ottosen, Britz
Tom Terrill, Village Trustee
Kevin Cavanaugh, Lauterbach & Amen

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 August 23, 2018. Mr. Whiteman made a motion to accept the minutes, seconded by Mr. Hanus, and upon a voice vote, motion passed.

We have released all our closed minutes and currently have none to review.

REVIEW OF ACTUARIAL VALUATION

Kevin Cavanaugh, from Lauterbach and Amen, presented the Board with The Actuarial Valuation of the Northfield Police Pension Fund as of May 1, 2018. Mr. Noble advised the Trustees that Mr. Cavanaugh and his associate presented the report to the Village Board and it was approved at the Committee of the Whole meeting in September. Mr. Cavanaugh reviewed the report in detail with the Board members and answered their questions. Mr. Whiteman made a motion to request from the Village a Tax Levy in the amount of \$1,162,537.00, seconded by Mr. Hanus and upon a roll call vote, motion passed.

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

Mr. Hanus made a motion to certify the Municipal Compliance Report, seconded by Mr. Lustig, and upon a roll call vote, motion passed.

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

REVIEW OF INVESTMENT REPORT-GREAT LAKES ADVISORS (GLA)

Mr. Ebel discussed the quarterly results. As of September 30, 2018, the Fund's total portfolio was \$18,977,416.00. The Fund's performance for this quarter, net of fees, was as follows:

Total Account	2.55%	(benchmark return: 3.26%)
Fixed Income	.46%	(benchmark return: 0.21%)
Equity	4.30%	(benchmark not reported)
-GLA Large Cap	6.69%	(benchmark return: 5.71%)
-GLA SMID Cap	5.56%	(benchmark return: 4.69%)

The asset allocation for the quarter ending September 30, 2018 was:

Equity: 56%, Fixed Income: 43% and Cash: 1%.

Mr. Ebel reviewed the quarterly investment results, as well as the Direct Fee and Indirect Expense Detail.

Mr. Weller discussed the changes to the Investment Policy Statement, which includes the Fund's ability to invest up to 65% of the portfolio in equities. The Fund's attorneys have also review the revised policy and made minor changes. Mr. Noble will send a copy to Mr. Weller, who will submit the revised Investment Policy statement to the Department of Insurance.

Mr. Whiteman made a motion to accept the report received from Great Lakes Advisors, and to accept the amended Investment Policy Statement dated October 25, 2018, seconded by Mr. Hanus. Upon a roll call, motion passed:

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

TREASURER'S REPORT

Mr. Noble presented the Board with the treasurer's report, dated September 30, 2018. Mr. Noble reviewed the report with the Board.

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 July 30, 2018 to October 31, 2018. The Board went over the disbursements. The bills for the three month period totaled \$18,041.28.

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

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

OLD BUSINESS

Mr. Noble distributed and reviewed with the Board the Illinois Department of Insurance Annual Statement. He explained the various information that he is required to provide and answered questions pertaining to the report.

Mr. Whiteman made a motion to accept the Department of Insurance Annual Statement, seconded by Mr. Lustig and upon a roll call vote, motion passed.

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

Mr. Noble advised the Board that the Village audit is complete and available on the Village website.

NEW BUSINESS

The Board reviewed the proposed quarterly meeting schedule for 2019:

Wednesday, January 30, 2019 (5 p.m.)	Thursday, April 25, 2019 (5 p.m.)
Thursday, August 22, 2019 (5 p.m.)	Thursday, October 24, 2019 (5 p.m.)

Mr. Hanus made a motion to approve the quarterly meeting dates for 2019 as presented, seconded by Mr. Whiteman and upon a voice vote, motion passed.

The Board reviewed the pension application for Officer Bryan Strand, who was sworn in on August 22, 2018. Mr. Smith made a motion to accept Officer Strand's application, seconded by Mr. Lustig and upon a voice vote, motion passed.

Mr. Noble advised the Board that the fiduciary liability insurance policy for 2019 is the same as last year's policy. He has applied for it, and it will be effective January 1, 2019. Ms. Clifford also reviewed the policy. Mr. Whiteman made a motion to approve the liability insurance premium, up to \$6000.00, seconded by Mr. Hanus, and upon a roll call vote, motion passed.

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

TRAINING

Ms. Clifford passed out the 4th Quarter Insights article regarding state pension issues, and advised the Board of some of the training opportunities that are available.

CLOSED SESSION

None

ADJOURNMENT

With no further business to discuss, Mr. Lustig made a motion to adjourn at 7:00 p.m., seconded by Whiteman, and upon a voice vote, motion passed.

Respectfully submitted,

Donald Whiteman, Secretary

Minutes prepared by Maureen French, Administrative Assistant. Minutes approved the Board of Trustees at its meeting on _____2019.