

**MINUTES OF A REGULAR MEETING OF
THE DES PLAINES POLICE PENSION FUND BOARD OF TRUSTEES
DECEMBER 13, 2022**

A regular meeting of the Des Plaines Police Pension Fund Board of Trustees was held on Tuesday, December 13, 2022 at 9:00 a.m. located at 1420 Miner Street, Des Plaines, Illinois 60016, pursuant to notice.

CALL TO ORDER: Trustee Ruzicka called the meeting to order at 9:03 a.m.

ROLL CALL:

PRESENT: Trustees Ben Ruzicka, Robert Neil, Dan Shanahan, Gary Klier and Don Smith
ABSENT: None
ALSO PRESENT: Attorney Laura Goodloe (*arrived at 10:35 a.m. via teleconference*), Puchalski Goodloe LLC; Tom McShane (*arrived at 9:18 a.m. via teleconference*), Graystone Consulting; Elizabeth Adelman, Lauterbach & Amen, LLP (L&A), Treasurer Dorothy Wisniewski, City of Des Plaines; Greg Kiesewetter, Cook Castle Associates, LLC

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *October 11, 2022 Regular Meeting:* The Board reviewed the October 11, 2022 regular meeting minutes. A motion was made by Trustee Smith and seconded by Trustee Neil to approve the October 11, 2022 regular meeting minutes as written. Motion carried unanimously by voice vote.

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report and Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the ten-month period ending October 31, 2022 prepared by L&A. As of October 31, 2022, the net position held in trust for pension benefits is \$74,879,890.06 for a change in position of (\$18,540,375.80). The Board also was provided the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report, Payroll Journal and the Vendor Check Report for the period August 1, 2022 through October 31, 2022 for total disbursements of \$477,611.29. A motion was made by Trustee Neil and seconded by Trustee Smith to accept the Monthly Financial Report as presented and to approve the disbursements shown on the Vendor Check Report in the amount of \$477,611.29. Motion carried by roll call vote.

AYES: Trustees Ruzicka, Neil, Klier, Shanahan and Smith
NAYS: None
ABSENT: None

Additional Bills, if any: There were no additional bills presented for approval.

Discussion/Possible Action – Cash Management Policy: The Board discussed the cash reserves in the BMO Harris Bank account. A motion was made by Trustee Shanahan and seconded by Trustee Smith to establish a repeat withdrawal from IPOPIF in the amount of \$875,000 to be deposited into the BMO Harris Bank account, effective January 15, 2023. Motion carried by roll call vote

AYES: Trustees Ruzicka, Neil, Klier, Shanahan and Smith
NAYS: None
ABSENT: None

The Board discussed the Morgan Stanley Money Market account cash reserves. A motion was made by Trustee Neil and seconded by Trustee Shanahan to hold three to five months of operational costs, approximately \$4,000,000 in the Morgan Stanley Money Market account and transfer all cash in excess of \$4,000,000 to IPOPIF for investment purposes. Motion carried by roll call vote.

AYES: Trustees Ruzicka, Neil, Klier, Shanahan and Smith
NAYS: None
ABSENT: None

Post-Meeting Note: Due to additional deposits into the Morgan Stanley Money Market account after the December 13, 2022 meeting, the Board held off on transferring excess cash to IPOPIF for investment until confirmation of the repeat withdrawal from IPOPIF has been credited to the BMO Harris Bank account.

The Board also discussed their BMO Harris Bank account balance. A motion was made by Trustee Shanahan and seconded by Trustee Smith to establish a target balance of \$50,000 in the BMO Harris Bank account and to direct L&A to transfer all funds in excess of \$100,000 to IPOPIF for investment purposes. Motion carried by roll call vote.

AYES: Trustees Ruzicka, Neil, Klier, Shanahan and Smith
NAYS: None
ABSENT: None

Mr. McShane joined the meeting at 9:18 a.m.

INVESTMENT REPORT: Graystone Consulting: Mr. McShane reviewed the cash holdings and requirements for the purpose of funding pension benefits and expenses. A motion was made by Trustee Smith and seconded by Trustee Neil to accept the Graystone Consulting report as presented. Motion carried unanimously by voice vote.

Mr. McShane left the meeting at 9:25 a.m.

IPOPIF – Verus Advisory, Inc.: The Board reviewed the Verus Advisory, Inc. Monthly Summary for the period ending September 30, 2022. As of September 30, 2022 the market value was \$5,725,892,654 and the year-to-date net return for the Illinois Police Officers' Pension Investment Fund (IPOPIF) is (14.1%).

State Street Statements: The Board reviewed the State Street Statements prepared by the Illinois Police Officers' Pension Investment Fund (IPOPIF) for the period ending October 31, 2022. As of October 31, 2022, the beginning value was \$68,107,990.73 and the month-to-date net return for the Fund was 3.34%.

COMMUNICATIONS AND REPORTS: FOIA Request – The Board noted that a FOIA request was received from Institutional Shareholder Services, Inc. on November 2, 2022 and was complied with on November 4, 2022.

TRUSTEE TRAINING UPDATES: The Board reviewed the Trustee Training Summary and discussed upcoming training opportunities. Trustees were reminded to submit any certificates of completion to L&A for recordkeeping.

Approval of Trustee Training Registration Fees and Reimbursable Expenses: There were no trustee training registration fees or reimbursable expenses presented for approval.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM PENSION FUND: Resignation of Officer – Shan Shahzad: The Board noted that Shan Shahzad separated service from the Des Plaines Police Department on November 22, 2022 and to date, a contribution refund request has not been submitted. Updates will be provided as they become available.

Contribution Refund – Desire Jimenez: The Board reviewed the contribution refund request submitted by Desire Jimenez. A motion was made by Trustee Neil and seconded by Trustee Shanahan to approve Desire

Jimenez's contribution refund in the amount of \$4,701.95 paid directly to herself issued on October 21, 2022. Motion carried by roll call vote.

AYES: Trustees Ruzicka, Neil, Klier, Shanahan and Smith
NAYS: None
ABSENT: None

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Approve Surviving Spouse Benefit – Diane Liggett:* The Board noted that James Liggett passed away on October 4, 2022. The Board reviewed the surviving spouse benefit calculation for Diane Liggett with an effective date of October 5, 2022 for a monthly benefit of \$5,384.93 with no additional increases. A motion was made by Trustee Klier and seconded by Trustee Neil to approve the surviving spouse benefit of Diane Liggett calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Ruzicka, Neil, Klier, Shanahan and Smith
NAYS: None
ABSENT: None

Deceased Pensioner – August Schwiesow/Approve Surviving Spouse Benefit – Betty Lou Schwiesow: The Board noted that August Schwiesow passed away on October 22, 2022. The Board reviewed the surviving spouse benefit calculation for Betty Lou Schwiesow with an effective date of October 23, 2022 for a monthly benefit of \$6,933.56 with no additional increases. A motion was made by Trustee Shanahan and seconded by Trustee Klier to approve the surviving spouse benefit of Betty Lou Schwiesow calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Ruzicka, Neil, Klier, Shanahan and Smith
NAYS: None
ABSENT: None

Deceased Pensioner – Jack Whetstone/Approve Surviving Spouse Benefit – Charlotte Whetstone: The Board noted that Jack Whetstone passed away on November 16, 2022. The Board reviewed the surviving spouse benefit calculation for Charlotte Whetstone with an effective date of November 17, 2022 for a monthly benefit of \$5,829.31 with no additional increases. A motion was made by Trustee Shanahan and seconded by Trustee Neil to approve the surviving spouse benefit of Charlotte Whetstone calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Ruzicka, Neil, Klier, Shanahan and Smith
NAYS: None
ABSENT: None

Deceased Surviving Spouse – Laurita Rottman: The Board noted that surviving spouse Laurita Rottman passed away October 12, 2022 and her pension benefit has ceased.

OLD BUSINESS: *Military Buyback – Reyler Leon:* The Board reviewed the five-years at 6.75% interest military buyback repayment schedule via paycheck deductions, for Reyler Leon. A motion was made by Trustee Klier and seconded by Trustee Smith to approve the repayment schedule as presented, effective with the December 30, 2022 payroll cycle. Motion carried by roll call vote.

AYES: Trustees Ruzicka, Neil, Klier, Shanahan and Smith
NAYS: None
ABSENT: None

Discussion/Possible Action – Illinois Funds Money Market Account: The Board discussed opening a Illinois Funds Money Market account and determined that no action is required at this time.

Discussion/Possible Action – Cyber Risk Insurance Coverage: The Board reviewed the e-crime insurance policy provided by Hudson Insurance Company. A motion was made by Trustee Shanahan and seconded by Trustee Neil to accept the e-crime coverage for the period of December 15, 2022 through September 1, 2025 in an amount not to exceed \$2,400. Motion carried by roll call vote.

AYES: Trustees Ruzicka, Neil, Klier, Shanahan and Smith
NAYS: None
ABSENT: None

The Board noted that the Cyber Risk insurance offering will be reviewed at the next regular meeting.

Discussion/Possible Action – Reallocation of County, Municipal and Employee Contributions: The Board discussed reallocating County, Municipal and Employee contributions and determined that no change was required at this time.

Establish 2023 Board Meeting Dates: The Board discussed establishing the 2023 Board meeting dates as February 14, 2023; April 11, 2023; June 13, 2023; August 8, 2023; October 10, 2023 and December 12, 2023 at 9:00 a.m. in Room 101 of Des Plaines City Hall located at 1420 Miner Street, Des Plaines, Illinois 60016. A motion was made by Trustee Neil and seconded by Trustee Smith to establish the 2023 Board meeting dates as stated. Motion carried unanimously by voice vote.

NEW BUSINESS: There was no new business to discuss.

IPOPIF: *Discussion/Possible Action to be Taken on All IPOPIF Requests Pertaining to Consolidation:* There were no requests pertaining to consolidation to discuss.


Attorney Goodloe joined the meeting at 10:35 a.m.

ATTORNEY’S REPORT – PUCHALSKI GOODLOE, LLC: *Legal Updates:* Attorney Goodloe provided legislative updates pertaining to Article 3 Pension Funds; including recent court cases and decisions, as well as general pension matters.

CLOSED SESSION, IF NEEDED: There was no need for closed session.

ADJOURNMENT: A motion was made by Trustee Smith and seconded by Trustee Klier to adjourn the meeting at 10:37 a.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for February 14, 2023, at 9:00 a.m.



Board President or Secretary Name

Minutes approved by the Board of Trustees on 2/14/23.