

Meeting Minutes - December 10, 2013

1. Call to Order – the meeting was called to order at 9:05 a.m. in room 101 at City Hall, 1420 Miner Street, Des Plaines, Illinois.

2. Roll Call – Chairman Chairo and Trustees Muehlenbeck and Rotkvich were present. Trustees Neil and Treantefelis were absent. Also present were pensioner Wendall Whitted, Investment Consultant Tom McShane, Board Attorney Camille Cribaro-Mello and Stan Zimmerman (a member of the public). Treasurer Dorothy Wisniewski arrived at the meeting at 9:50 a.m.

3. Approval of Minutes – There was a motion by Trustee Muehlenbeck, seconded by Trustee Rotkvich to approve the minutes of the meeting from October 8, 2013. All voted in favor of the motion.

4. Approval of Disbursements – The Board reviewed Warrant List #42 indicating expenditures in the amount of \$34,808.33. There was a motion by Trustee Rotkvich, seconded by Muehlenbeck, to approve payment of the disbursements noted on Warrant List #42. A roll call vote was taken and all members present voted in favor of the motion.

5. Board's Attorney Report - Attorney Cribaro-Mello updated the Board regarding the recent pension reform bill passed by the Illinois legislature. The bill does not change benefits under Article 3. Attorney Cribaro-Mello discussed the recent court decision in *Howe v. The Retirement Board of the Firemen's Annuity Fund of Chicago* and generally discussed the requirements under the Open Meetings Act when the Board conducts a disability hearing and renders its decision.

Attorney Cribaro-Mello reviewed information received from Eleanor Ventimigla, which included copies of documents filed at the Appellate Court in an attempt to have her case reviewed. Attorney Cribaro-Mello reminded the Board that her Notice of Appeal was timely filed On October 16, 2012, but that she failed to request the Circuit Court to compile the administrative record and she never filed her brief. Accordingly, her case on appeal was dismissed by the Appellate Court, which prompted her recent filing.

6. Old Business - The Board reviewed two recent requests for military time buy-back that are being processed (Mike Chapman and Curtis Miller). The Board reviewed the recent FOIA request for the Board's actuarial evaluation, which was responded to by Treasurer Dorothy Wisniewski. The Board was also advised of its new contact at Lauterbach & Amen, Derick Fleischer.

7. New Business –

- The Board reviewed and approved the application for membership by Officer Ryan Kolk, effective 9/30/13. Officer Kolk is a tier 2 member.
- The Board was advised of the recent death of surviving spouse Gail Kuta.
- The Board reviewed the municipal compliance report prepared by Lauterbach & Amen for the year ending 12/31/12.
- The Board reviewed the training hours attained by the members for 2013. Attorney Cribaro-Mello will provide updated training certificates to include the 12/10/13 meeting at the February meeting.

8. Approval of Lauterbach & Amen balance sheets for September and October, 2013 – A motion was made by Trustee Rotkvich, seconded by Trustee Muehlenbeck, to approve the balance sheets prepared by Lauterbach & Amen for September and October 2013. A roll call vote was taken and all members voted in favor of the Motion.

9. Investment Performance Report - Tom McShane reviewed the pension fund performance for the period ending October 30, 2013. The total fund balance was \$61,430,273.00. McShane reviewed with the Board its current asset allocations and the recommendations from the Global Investment Committee. McShane also reviewed the Board's cash flow needs of approximately \$1.2 million through March 2014. Based in part on the asset allocation recommendations and also in part on the cash flow needs of the Board, McShane recommended that the Board consider liquidating 2% of its S&P Index fund (approximately \$1,250,000) to provide cash to pay benefits. A motion was made by trustee Rotkvich, seconded by trustee Muehlenbeck, to liquidate 2% of the Board's holding in the S&P index fund. A roll call vote was taken and all members voted in favor of the Motion.

Also, with respect to asset allocation, the Board will hold a finance committee meeting on January 14, 2014 at 9:00 a.m. to review it's current fund managers.

10. Public Comment – None.

11. Executive Session – None.

12. Adjournment – A motion was made by Chairman Chiaro, seconded by Trustee Muehlenbeck, to adjourn the meeting at 10:40 a.m. The motion passed unanimously.

The meeting adjourned at 10:40 a.m.