

**WINNETKA FIREFIGHTERS PENSION BOARD
AGENDA OF REGULAR MEETING
ON May 11, 2016**

The Regular Meeting of the Board of Trustees of the Winnetka Firefighters' Pension Fund will be held on May 11, 2016. The meeting will take place at 3:00 P.M. at the Winnetka Fire Department, 428 Green Bay Road, Winnetka Illinois. The agenda items are as follows:

1. Call to order.
2. Roll call.
3. Approval of the minutes from the February 17, 2016 Rescheduled Regular Meeting.
4. Financial Report
 - a) The Bogdahn Group Performance Review
 - b) Review and approve warrant list.
 - c) Review and approval of asset allocations.
 - d) Review and approval of transfer of funds.
5. New Business
 - a) Investment Policy Review
 - b) Security Administrator Authorization Form
 - c) Report and qualification of the certified election results for the active firefighter whose term will expire in April 2019.
 - d) Annual election of the President and Secretary of the Winnetka Firefighter's Board for 2016-2017.
 - e) Review status of actuary.
 - f) Review of Pearson status amendment.
6. Public Comment.
7. Future Agenda Topics.
8. Adjournment.
9. Next meeting is scheduled for August 10, 2016 at 3:00pm.

NOTICE

All agenda materials are available at villageofwinnetka.org (*Government > Council Information > Agenda Packets & Minutes*); *the Reference Desk at the Winnetka Library; or in the Manager's Office at Village Hall (2nd floor).*

Broadcasts of the Village Council meetings are televised on Channel 10 and AT&T Uverse Channel 99 every night at 7 PM. Webcasts of the meeting may also be viewed on the Internet via a link on the Village's web site: <http://winn-media.com/videos/>

The Village of Winnetka, in compliance with the Americans with Disabilities Act, requests that all persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities,

contact the Village ADA Coordinator – Megan Pierce, at 510 Green Bay Road, Winnetka, Illinois 60093, 847-716-3543; T.D.D. 847-501-6041.

CC:

Peter Friedman, Village Attorney

Tim Sloth, Village Treasurer

Alan Berkowsky, Fire Chief

John Ripka, Active Firefighters Representative

Andrew MacArthur, Active Firefighters Representative

Mike Hughes, Retired Firefighters Representative

Mark Fuller, Board Member

John Sobel, Board Member

MINUTES
WINNETKA FIREFIGHTERS' PENSION FUND
RESCHEDULED REGULAR MEETING
February 17, 2016

A record of a legally convened meeting of the Winnetka Firefighters' Pension Fund, which was held at the Fire Department on Wednesday, February 17, 2016, at 3:00p.m.

Call to Order:

President Ripka called the meeting to order at 3:00p.m. Present: Trustees Mark Fuller, Andy MacArthur, John Sobel and Mike Hughes. Absent: None. Also present: Finance Director Tim Sloth, Asst. Financial Director Nick Mostardo, Financial Consultant Mary Nye, and Village Trustee Stuart McCrary.

Approval of Minutes:

Trustee Fuller, seconded by Trustee Sobel moved to approve the minutes from November 11, 2015. By voice vote, the motion carried.

Financial Report

- a) Ms. Nye of the Bogdahn Group presented the Village of Winnetka Firefighters' Pension Fund Investment Performance Analysis dated December 31, 2015. The one year rate of return for the Winnetka Firefighters' Pension Fund was .3% which was top third and above the policy. Five year performance at 7.3% was also top third and slightly above the policy. Assets at the end of the quarter totaled \$24.2 million.
- b) Warrant List – President Ripka, seconded by Trustee Hughes moved to approve the warrant list for 4th Quarter 2015. By voice vote, the motion carried.
- c) Asset Allocations – None
- d) Transfer of Funds – At the previous meeting the Board voted to enter the queue for Principal Real Estate. Ms. Nye informed the group that there could be a potential call in early May for the account. Trustee Fuller made a motion, seconded by President Ripka to transfer \$1 million to the Principal US Property account when called. The funds are to be distributed as follows: \$500k from Holland and the remaining \$500k to be split between Seizert and T. Rowe Price. By voice vote, the motion carried.

New Business

- a) Mary Nye presented the findings of the U.S. Growth Equity Analysis after the Board's inquiry into the Mid Cap Growth sector. Based on the current time in the market cycle and the Board's decision to enter into the real estate market with Principal, it was agreed to not pursue any course of action at this time.
- b) The decision to approve the agreement for the Bogdahn Group's services as an extension of contract at the last meeting was met with disagreement by the Village's attorneys. The attorneys' interpretation of the Pension Code required the Board to seek proposals for investment consulting services. The Request for Proposals was sent out by the Finance Department. Two proposals were received from the Bogdahn Group and Investment Performance Services. Both proposals sufficiently met submittal requirements, but Bogdahn was recommended based on their past excellent service, fees, and locally based client group. Trustee MacArthur, seconded by Trustee Hughes moved to approve the agreement with The Bogdahn Group for investment performance monitoring and advisory fees. By voice vote, the motion carried. The agreement is for five years with an annual fixed fee of \$24,000.
- c) Trustee MacArthur asked the Board to consider the application of Brandon Klekamp for participation in the Village of Winnetka Firefighters' Pension Fund. After review of the application, Trustee MacArthur made a motion to accept Mr. Klekamp's application into the Pension Fund. The motion was seconded by President Ripka with all members voting "aye".
- d) Trustee MacArthur presented the change of status and calculations to review due to the retirement of Firemedic Jim Minogue. Firemedic Minogue retired on February 16, 2016, with an annual pensionable salary of \$96,855.70 and a starting monthly pension amount of \$5,246.35 based on 26

- years of service. Trustee MacArthur made a motion to approve Firemedic Minogue's pension benefits as calculated. The motion was seconded by President Ripka and by voice vote the motion carried.
- e) The Board reviewed the Pensioner Verification Program offered by Lauterbach & Amen, LLP. In an effort to maintain accuracy of eligibility of pension benefits, the Board will continue to use the services of Lauterbach & Amen, LLP. An Annual Affidavit of Continued Eligibility Form will need to be completed, notarized, and returned in a timely manner by all pensioners to ensure benefit payment. The expense of \$650 is the same as last year and will be found in future warrant lists.
 - f) The Board received information from Mr. Sloth that Mr. Tim Sharpe, of TWS Actuary, had certain allegations raised against his practice by his professional organization. It was discussed in the meeting that the Board continues with Mr. Sharpe as the fund's actuary for this year while the Village investigates and has further discussions with Mr. Sharpe.

Public Comment

None

Future Agenda Topics

Revised Investment Policy
Actuarial Status

Adjournment

Trustee Fuller, seconded by Trustee Hughes, moved to adjourn the meeting. By voice vote, the motion carried. The meeting adjourned at 4:20p.m.

The scheduled meetings for the year 2016 are as follows:
May 11, August 10, and November 9

Respectfully submitted,

Andy MacArthur