



**THE REGULAR MEETING MINUTES OF THE CRETE
POLICE PENSION FUND BOARD OF TRUSTEES
JANUARY 11, 2017**



A regular meeting of the Crete Police Pension Fund Board of Trustees was held on Wednesday, January 11, 2017 at 4:00 PM at the Village Hall located at 524 W. Exchange Street, Crete, IL 60417.

CALL TO ORDER: Trustee David Wallace called the meeting to order at 4:05 pm.

ROLL CALL:

PRESENT: Trustees David Wallace, Rebecca Nagle and Norbert Wilkening
ABSENT: Trustees Michael Buzan and Michael Rarity
ALSO PRESENT: Bill Galgan, Wall & Associates; Eric Endriukaitis and Kari Keag, Lauterbach & Amen, LLP (L&A)

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MINUTES: *October 12, 2016 Regular Meeting Minutes:* The Board reviewed the minutes from the October 12, 2016 regular meeting. A motion was made by Trustee Nagle and seconded by Trustee Wilkening to approve the October 12, 2016 regular meeting minutes as written. Motion carried unanimously by voice vote.

Semi-Annual Review of Closed Session Meeting Minutes: There were no closed session meeting minutes for review.

ACCOUNTANT'S REPORT: *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the eight month period ending December 31, 2016. As of December 31, 2016, the net position held in trust for pension benefits is \$7,221,848.87 with a change in position of \$377,829.06. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report and Payroll Journal. A motion was made by Trustee Nagle and seconded by Trustee Wilkening to accept the Monthly Financial Report as presented. Motion carried by roll call vote.

AYES: Trustees Wallace, Nagle and Wilkening
NAYS: None
ABSENT: Trustees Buzan and Rarity

Presentation and Approval of Bills: The Board reviewed the Vendor Checks Report for the period October 1, 2016 through December 31, 2016, for a total disbursement of \$19,121.29. A motion was made by Trustee Wilkening and seconded by Trustee Nagle to ratify the Vendor Checks Report in the amount of \$19,121.29 as presented. Motion carried by roll call vote.

AYES: Trustees Wallace, Nagle and Wilkening
NAYS: None
ABSENT: Trustees Buzan and Rarity

Additional Bills and Trustee Training Reimbursements: The Board reviewed one invoice and reimbursement for approval:

- Wall & Associates fourth quarter 2016 invoice in the amount of \$5,237.63
- Reimbursement to Trustee Wallace in the amount of \$66.00 for the one year PO Box renewal fee

A motion was made by Trustee Nagle and seconded by Trustee Wilkening to approve the invoice and reimbursement as presented. Motion carried by roll call vote.

AYES: Trustees Wallace, Nagle and Wilkening
NAYS: None
ABSENT: Trustees Buzan and Rarity

INVESTMENT REPORT: *Wall & Associates:* Mr. Galgan and the Board discussed the cash position. Mr. Galgan informed the Board that they are overweight in cash and if they want to decrease this allocation, he recommends investing in more bonds. The Board will keep a higher cash position at this time due to possible contribution refunds. The Board will reevaluate their asset allocations at the next regularly scheduled meeting.

Mr. Galgan presented the Performance Summary for the period ending December 31, 2016. As of December 31, 2016, the ending market value net of fees is \$7,198,197.18 for a time weighted return of 0.60%. The current asset allocation is as follows: 7.53% Cash; 39.94% US Stock; 9.83% Non-US Stock; 42.68% Bonds; and 0.02% Other Investments. Mr. Galgan reviewed the Fixed Annuities, Government Fixed Income, Domestic Equity, International and Real Estate portfolios with the Board. A motion was made by Trustee Wilkening and seconded by Trustee Nagle to accept the December 31, 2016 Quarterly Investment Performance Report as presented. Motion carried by roll call vote.

AYES: Trustees Wallace, Nagle and Wilkening
NAYS: None
ABSENT: Trustees Buzan and Rarity

The Board discussed transferring \$50,000 from the Old Plank Trail checking account to the BMO Harris checking account for FDIC insurability. A motion was made by Trustee Nagle and seconded by Trustee Wilkening to transfer \$50,000 as discussed. Motion carried by roll call vote.

AYES: Trustees Wallace, Nagle and Wilkening
NAYS: None
ABSENT: Trustees Buzan and Rarity

The Board also discussed transferring \$100,000 from the BMO Harris checking account to the Schwab Fixed Income account to reduce the cash position. A motion was made by Trustee Nagle and seconded by Trustee Wilkening to transfer \$100,000 as discussed. Motion carried by roll call vote.

AYES: Trustees Wallace, Nagle and Wilkening
NAYS: None
ABSENT: Trustees Buzan and Rarity

Review/Update Investment Policy: There were no updates to the Investment Policy at this time.

OLD BUSINESS: *Trustee Training Update:* The Board reviewed the Trustee Training Summary and discussed upcoming training opportunities. The Board was reminded to submit all training certificates to L&A for record keeping.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: *Contribution Refund – Anthony Larocco:* The Board noted that Anthony Larocco requested a contribution refund. Further discussion will be held once the contribution refund amount is finalized.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Approve Regular Retirement Benefits – Brian Voticke:* The Board reviewed the regular retirement benefit calculation for Brian J. Voticke. Officer Voticke had an entry date of 04/16/1988; retirement date of 01/05/2017; effective date of pension of 01/06/2017; 54 years of age at date of retirement; 28 years of creditable service; applicable salary of \$75,008.90; applicable pension percentage of 70.00%; amount of originally

granted monthly pension of \$4,375.52; and amount of originally granted annual pension of \$52,506.24. A motion was made by Trustee Nagle and seconded by Trustee Wilkening to approve Brian J. Voticke's retirement benefit as calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Wallace, Nagle and Wilkening
NAYS: None
ABSENT: Trustees Buzan and Rarity

NEW BUSINESS: *Approve Annual Cost of Living Adjustments (COLAs) for Pensioners:* The Board reviewed the 2017 Cost of Living Adjustments (see attached) as calculated by L&A. A motion was made by Trustee Wilkening and seconded by Trustee Nagle to approve the 2017 Cost of Living Adjustments as required by statute and calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Wallace, Nagle and Wilkening
NAYS: None
ABSENT: Trustees Buzan and Rarity

Review Trustee Term Expirations and Election Procedures: The Board noted that the two active member terms currently held by Trustees Buzan and Rarity are expiring April 30, 2017. Trustees Buzan and Rarity wish to remain on the Board if nominated. L&A will conduct an election on behalf of the Pension Fund for the two active member Trustee positions.

COMMUNICATION & REPORTS: *Statements of Economic Interest:* The Board noted that the List of Filers must be submitted to the County by the Village by February 1, 2017. Statements of Economic Interest will be sent to all registered filers who will need to respond by the deadline of May 1, 2017.

ATTORNEY'S REPORT: *Legal Updates:* There were no legal updates at this time.

CLOSED SESSION: There was no need for closed session.

ADJOURNMENT: A motion was made by Trustee Wilkening and seconded by Trustee Nagle to adjourn the meeting at 5:25 pm. Motion carried unanimously by voice vote.



David Wallace, Board President



Rebecca Nagle, Board Secretary

Minutes approved by the Board of Trustees on April 12, 2017.

~ The next regular meeting is scheduled for April 12, 2017 at 4:00 pm ~

Minutes prepared by Kari Keag, Pension Services Administrator

