



## WESTCHESTER POLICE PENSION FUND

10300 Roosevelt Road, Westchester, Illinois | 708-345-0060

Wayne Busa	Joe Manna	Phil Grollo	Bruce Lill	Keith Suchy
President	Secretary	Asst. Secretary	Trustee	Trustee

### MINUTES OF REGULAR MEETING OF THE BOARD OF TRUSTEES WESTCHESTER POLICE PENSION FUND JANUARY 20, 2015

A regular meeting of the Board of Trustees of the Westchester Police Pension Fund was held on **Tuesday, January 20, 2015, at 6:00pm** at 10300 West Roosevelt Road, Westchester, Illinois, pursuant to notice.

**CALL TO ORDER:** The meeting was called to order by Board President Busa at 6:10pm.

**PRESENT:** Trustees Wayne Busa, Phil Grollo, Bruce Lill, Joe Manna, Keith Suchy  
**ABSENT:** None  
**ALSO PRESENT:** Tom McShane, Graystone Consulting; Brian LaBardi, Reimer & Karlson, LLC; James Ritchie and Sara Williams, Lauterbach & Amen, LLP; Barb Brandt, Village Treasurer; Steven Blazek.

**PUBLIC COMMENT:** Steven Blazek addressed the Board regarding his disability pension decision and the beginning of payments. The Board answered Mr. Blazek's questions.

**APPROVAL OF MEETING MINUTES:** The minutes from the regular meeting of October 14, 2014 were reviewed. A motion was made by Trustee Suchy and seconded by Trustee Manna to approve the minutes as written. Motion carried unanimously by voice vote.

The minutes of the special meeting held on October 28, 2014 were reviewed. A motion was made by Trustee Lill and seconded by Trustee Suchy to approve the minutes as written. Motion carried unanimously by voice vote.

*Semi-Annual Review of Closed Session Minutes:* A motion was made by Trustee Suchy and seconded by Trustee Lill to keep the closed session meeting minutes from the Steven Blazek Disability Hearing confidential due to pending litigation. Motion carried unanimously by voice vote.

**TREASURER AND ACCOUNTANT'S REPORT:** Barb Brandt presented financial reports stating the balance of the Harris Bank Money Market Account as of December 15, 2014 is \$395,059.19. The Now Account balance as of December 18, 2014 is \$21,510.21. All questions were answered by Ms. Brandt. A motion was made by Trustee Suchy and seconded by Trustee Lill to accept the Treasurer's Report as presented. Motion carried unanimously by voice vote.

*Monthly Financial Report:* James Ritchie of Lauterbach & Amen, LLP presented the Board with the Monthly Financial Report for the period ending November 30, 2014. As of 11/30/2014 the net position held in trust for pension benefits was \$25,722,929.93 with a change in position for the seven months

ended 11/30/2014 of \$485,589.91. The Board reviewed the cash analysis, revenue, and expense reports, as well as the Member contribution report and payroll journal. The vendor checks report listed disbursements in the amount of \$73,915.04 for the period from 09/01/2014 through 11/30/2014. All questions were answered by Mr. Ritchie. A motion was made by Trustee Manna and seconded by Trustee Grollo to accept the Monthly Financial Report as presented. Motion carried unanimously by voice vote.

*Presentation and Approval of Bills:* Barb Brandt presented the Disbursement Log for checks presented from September 18, 2014 to December 15, 2014. Disbursements for the period ending December 15, 2014 totaled \$72,797.50. A motion was made by Trustee Suchy and seconded by Trustee Manna to approve the disbursements for the period ending December 15, 2014 in the amount of \$72,797.50. Motion carried by roll call vote.

AYES: Trustees Busa, Grollo, Lill, Manna, Suchy

NAYS: None

ABSENT: None

**INVESTMENT REPORT:** Tom McShane from Graystone Consulting presented the investment report for the period ending December 31, 2014. As of 12/31/14, the market value of the portfolio is \$25,119,452.89 with a 2014 annual performance of 5.87%. The portfolio composition is 64.21% in equities and 35.79% in fixed income. Current asset allocations within the equity and fixed income funds were reviewed, as well as individual fund performance, and investment fees. A motion was made by Trustee Lill and seconded by Trustee Suchy to accept the investment report as presented. Motion carried unanimously by voice vote.

**COMMUNICATIONS AND REPORTS:** *Affidavits of Continuing Eligibility:* Sara Williams reported to the Board that all Affidavits of Continuing Eligibility have been returned and documented accordingly. The Board was presented with the original Affidavits for record keeping. No further action is needed at this time.

**NEW HIRES/APPLICATIONS TO THE PENSION FUND:** There are none at this time.

**RETIREMENT AND DISABILITY APPLICATIONS:** *Steven Blazek:* The Board reviewed the Decision and Order drafted by Brian LaBardi granting Steven Blazek a Duty Disability pension. A motion was made by Trustee Suchy and seconded by Trustee Manna to approve the duty disability of Officer Steven Blazek as outlined in the Decision and Order.

AYES: Trustees Busa, Grollo, Lill, Manna, Suchy

NAYS: None

ABSENT: None

**OLD BUSINESS:** *Trustee Training Updates:* Sara Williams reminded all Trustees to provide any copies of Trustee Training certificates to Lauterbach & Amen for record keeping and presented the Board with upcoming Trustee Training opportunities for continuing education.

**NEW BUSINESS:** *Approve 2015 Cost of Living Adjustments for Pensioners:* The Board reviewed the Annual Benefit Increases effective January 1, 2015 and upcoming Summary of Benefit Changes. A motion was made by Trustee Manna and seconded by Trustee Lill to approve the statutory cost of living adjustments for pensioners as attached. Motion carried unanimously by roll call vote.

AYES: Trustees Busa, Grollo, Lill, Manna, Suchy

NAYS: None

ABSENT: None

*Review of Trustee Term Expirations:* The Board noted that the Trustee terms for Trustee Manna (Active) and Trustee Busa (Appointed) will expire in April. Trustee Manna desires to continue as Trustee if nominated. Lauterbach & Amen will conduct the Trustee elections on behalf of the Pension Fund. An update of election results will be provided at the next regular meeting.

*Discussion of Pension deductions for sick days and/or missed work days:* Trustee Grollo presented to the Board that some active members of the pension fund are not having pension contributions taken on sick days and/or missed work days beyond the allowed amount of days. This has resulted in a shortage of pension contributions, and the Board discussed possible options for retroactive correction. The Board directed L&A to notify the affected active members of their choice to pay back the contributions owed within 90-days or they will need to work the additional number of days to establish creditable service. A motion was made by Trustee Grollo and seconded by Trustee Suchy to direct L&A to contact Active Members informing them of the Board's decision to recover contributions from missed work days via payment or documentation as break in service. Motion carried unanimously by voice vote.

**ATTORNEY REPORT:** The first quarter edition of the *Legal and Legislative Updates* newsletter was distributed to all trustees by Mr. LaBardi with information regarding recent case decisions and legislation regarding reform of State Pension Funds. All questions were answered by Brian LaBardi of Reimer Dobrovlny & Karlson, LLC. A motion was made by Trustee Lill and seconded by Trustee Grollo to accept the Attorney's Report as presented.

**CLOSED SESSION:** None

**ADJOURNMENT:** A motion was made by Trustee Manna and seconded by Trustee Lill to adjourn the meeting at 7:44pm. Motion carried unanimously by voice vote.

**The next regular meeting is scheduled for TUESDAY, APRIL 21, 2015 at 6:00pm at 10300 West Roosevelt Road, Westchester, Illinois.**

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Joe Manna, Board Secretary

Date Approved by Board \_\_\_\_\_

*Minutes prepared by Sara Williams, Pension Services Administrator, Lauterbach & Amen, LLP*