



WESTCHESTER POLICE PENSION FUND

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

Keith Suchy
President

Bruce Lill
Vice President

Jeff Battaglia
Secretary

Andrew Hyland
Asst. Secretary

Bruce Horek
Trustee

MINUTES OF A REGULAR MEETING OF THE WESTCHESTER POLICE PENSION FUND BOARD OF TRUSTEES JANUARY 19, 2021

A regular meeting of the Westchester Police Pension Fund Board of Trustees was held on Tuesday, January 19, 2021 at 6:00 p.m. at the Westchester Police Department, located at 10300 West Roosevelt Road, Westchester, Illinois 60154, pursuant to notice.

CALL TO ORDER: Trustee Suchy called the meeting to order at 6:05 p.m.

PLEDGE OF ALLEGIANCE: The Board stood and recited the Pledge of Allegiance.

ROLL CALL:

PRESENT: Trustees Keith Suchy, Bruce Horek, Jeff Battaglia, Andrew Hyland and Bruce Lill

ABSENT: None

ALSO PRESENT: Attorney Brian LaBardi, Reimer Dobrovolny & LaBardi PC; Tom McShane, Graystone Consulting; Treasurer Barb Brandt, Village of Westchester; Sam Meyer, Lauterbach & Amen, LLP (L&A)

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *October 20, 2020 Regular and November 20, 2020 Special Meeting Minutes:* The Board reviewed the October 20, 2020 regular and November 20, 2020 Special meeting minutes. A motion was made by Trustee Horek and seconded by Trustee Lill to approve the October 20, 2020 regular and November 20, 2020 special meeting minutes as written. Motion carried unanimously by voice vote.

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

TREASURER'S REPORT – BARB BRANDT: *Village Financial Report:* Mrs. Brandt reviewed the Village of Westchester Financial Report for the period of September 30, 2020 through December 31, 2020. As of December 31, 2020, the balance in the BMO Harris Bank Money Market Account is \$154,328.44. As of December 31, 2020, the balance in the NOW Account is \$25,581. A motion was made by Trustee Lill and seconded by Trustee Battaglia to accept the Village Financial Report as presented. Motion carried by roll call vote.

AYES: Trustees Suchy, Horek, Battaglia, Lill and Hyland

NAYS: None

ABSENT: None

Review/Approve Disbursement Log: The Board reviewed the Village of Westchester Disbursement Log for the period September 30, 2020 through December 31, 2020, showing total disbursements in the amount of \$46,776.60. A motion was made by Trustee Horek and seconded by Trustee Hyland to approve the Disbursement Log in the amount of \$46,776.60 as presented. Motion carried by roll call vote.

AYES: Trustees Suchy, Horek, Battaglia, Lill and Hyland
NAYS: None
ABSENT: None

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

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report and Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the seven-month period ending November 30, 2020 prepared by L&A. As of November 30, 2020, the net position held in trust for pension benefits is \$30,182,731.89 for a change in position of \$3,956,379.24. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report, Payroll Journal and the Vendor Check Report for the period September 1, 2020 through November 30, 2020 for total disbursements of \$135,273.89. A motion was made by Trustee Lill and seconded by Trustee Horek to accept the Monthly Financial Report as presented and to approve the disbursements shown on the Vendor Check Report in the amount of \$135,273.89. Motion carried by roll call vote.

AYES: Trustees Suchy, Horek, Battaglia, Lill and Hyland
NAYS: None
ABSENT: None

INVESTMENT REPORT – GRAYSTONE CONSULTING: *Quarterly Investment Report:* Mr. McShane presented the Quarterly Performance Report for the period ending December 31, 2020. As of December 31, 2020, the quarter-to-date net return is 9.85%, the year-to-date net return is 11.59% and the ending market value is \$30,781,346.35. The current asset allocation is as follows: fixed income at 30.85%, equities at 67.84%, and cash management at 1.31%. Mr. McShane reviewed the recent transactions and discussed cash flow needs for the upcoming quarter.

Purchase/Sale of Investment Securities, Hiring or Termination of Investment Managers, and/or Rebalancing of Assets, if needed: Mr. McShane informed the Board of their need for funds in order to remit pension benefits. A motion was made by Trustee Lill and seconded by Trustee Battaglia to authorize Barb Brandt to transfer \$400,000 from the Morgan Stanley Cash Management account into the BMO Harris Account for the purposes of remitting pension benefits and vendor payments. Motion carried by roll call vote.

AYES: Trustees Suchy, Horek, Battaglia, Lill and Hyland
NAYS: None
ABSENT: None

Mr. McShane discussed the portfolio with the Board. A motion was made by Trustee Lill and seconded by Trustee Hyland to liquidate \$500,000 from the SP&500 Large Cap and reallocate the proceeds into the Weaver Barksdale Fixed Income manager for the purposes of remaining within the statutory guidelines and under 65%. Motion carried by roll call vote.

AYES: Trustees Suchy, Horek, Battaglia, Lill and Hyland
NAYS: None
ABSENT: None

Review/Update Investment Policy: The Board discussed the Investment Policy and determined that no changes are required at this time.

A motion was made by Trustee Horek and seconded by Trustee Hyland to accept the Quarterly Performance Report as presented. Motion carried unanimously voice vote.

COMMUNICATIONS AND REPORTS: *Affidavits of Continued Eligibility:* The Board noted that L&A mailed a third request Affidavits of Continued Eligibility to the one outstanding pensioner with a due date of December 7, 2021 and no response has been received. The Board noted they will be trying to reach the outstanding pensioner and will discuss the matter at the Board's next regular meeting.

2021 IRS Mileage Rate: The Board noted that the IRS standard business mileage rate used for reimbursement decreased to \$0.56 per mile effective January 1, 2021.

Statements of Economic Interest: The Board noted that the List of Filers must be submitted to the County by the Village by February 1, 2021. Statements of Economic Interest will be sent to all registered filers who will need to respond by the deadline of May 1, 2021.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM THE FUND: *Contribution Refund – Michael Goorsky:* The Board reviewed the contribution refund request submitted by Michael Goorsky. This item was tabled until the next regular meeting.

Trustee Lill left the meeting at 7:03 p.m.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: There were no applications for retirement or disability benefits.

Trustee Lill re-joined the meeting at 7:04 p.m.

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

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

OLD BUSINESS: *Discussion/Possible Action on Authorization to Request Comptroller Intercept of Funds Pursuant to Section 3-125 of the Pension Code:* The Board noted that a Village representative was not in attendance at the Board's first quarter meeting to discuss the history of underfunding the Westchester Police Pension Fund. The Board noted that they will be reaching out to the Village representative again to request attendance at the Board's second quarter meeting. Further discussion will be held at the next regular meeting.

Trustee Hyland left the meeting at 7:17 p.m.

NEW BUSINESS: *Approve Annual Cost of Living Adjustments (COLAs) for Pensioners:* The Board reviewed the 2021 Cost of Living Adjustments (see attached) calculated by L&A. A motion was made by Trustee Battaglia and seconded by Trustee Horek to approve the 2021 Cost of Living Adjustments as required by statute and calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Suchy, Horek, Battaglia and Lill

NAYS: None

ABSENT: Trustee Hyland

ABSTAIN: Trustee Lill

Review Trustee Term Expirations and Election Procedures: The Board noted that the active member term currently held by Trustee Hyland is expiring in May 10, 2021. Trustee Hyland wishes to remain on the Board if nominated. L&A will conduct an election on behalf of the Pension Fund for one of the two active member Trustee positions.

The Board noted that Trustee Suchy and Trustee Horek 's appointed term expires April 30, 2021 and reappointment will be requested. Further discussion will be held at the next regular meeting.

Review/Approve Records Disposal Certificate: The Board reviewed the disposal certificate prepared by L&A. A motion was made by Trustee Horek and seconded by Trustee Battaglia to approve the disposal certificate as presented. Motion carried unanimously by voice vote.

Service Purchase – Jackie Rodgers: Trustee Battaglia informed the Board that Jackie Rodgers inquired about paying back her breaks in service and directed L&A to send all necessary documents to complete the calculation. Further discussion will be held at the next regular meeting.

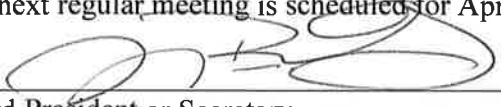
ATTORNEY'S REPORT – REIMER DOBROVOLNY & LABARDI PC: *Legal Updates:* The Board reviewed the *Legal and Legislative Update* quarterly newsletter. Attorney Reimer discussed recent court cases and decisions, as well as general pension matters with the Board.

Trustee Hyland re-joined the meeting at 7:37 p.m.

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

ADJOURNMENT: A motion was made by Trustee Hyland and seconded by Trustee Lill to adjourn the meeting at 7:38 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for April 20, 2021 at 6:00 p.m.


Board President or Secretary

Approved by the Board of Trustees on 4-20-2021

Minutes prepared by Sam Meyer, Pension Services Administrator, Lauterbach & Amen, LLP