

MINUTES OF THE MEETING BOARD OF TRUSTEES
VILLAGE OF HAWTHORN WOODS POLICE PENSION FUND
HELD ON
MAY 24, 2016 AT 6:00 PM
AT THE HAWTHORN WOODS VILLAGE HALL
2 LAGOON DRIVE, HAWTHORN WOODS, IL. 60047

The meeting was called to order at 6:02 PM. The following trustees were present:

| | |
|------------------------|--|
| ROLL CALL | Douglas Samz Timothy McCue Stewart Gordon |
| ABSENT | John Tennant Michael Viramontes |
| ALSO PRESENT | Brian LaBardi, Reimer & Karlson LLC Kristin Kazenas, Village of Hawthorn Woods Tom Sawyer, Sawyer Falduto |
| MINUTES | Minutes for the February 29, 2016, Meeting were reviewed. On a motion made, seconded and unanimously carried, the minutes from the meeting was approved. |
| CONCERNS OF THE PUBLIC | None |
| ACTUARY REPORT | The Actuary Report as of January 1, 2016 from Lauterbach & Amen was presented. This report is the same as the Draft presented at the prior meeting Actuarial Recommended Employer Contribution was \$308,036. Our attorney will send a letter to the Village Board of Trustees requesting the funding of this amount. On a motion made and seconded and on a roll call vote, the Investment Reports were approved. Roll Call Vote – Yes: Samz, McCue, Gordon, Absent: Viramontes and Tennant |

INVESTMENTS

Sawyer & Falduto Asset Management LLC submitted their investment report as of March 31, 2016. Total Investment was \$1,567,265. The Market Value change for the first quarter was a gain of \$9,085. Equity Investments amounted to \$1,158,607. Equity Investment was slightly over 40% of Total Assets.

Under Tab 7 of the report is a schedule of all purchases and sales of securities during the quarter.

On a motion made and seconded and on a roll call vote, the Investment Reports were approved.

Roll Call Vote – Yes: Samz, McCue, Gordon,
Absent: Viramontes and Tennant

TREASURER REPORT

As of March 31, and the year ending March 31, 2016

| | |
|--------------------------|----------------|
| Total Assets | \$2,843,994.24 |
| Certificates of Deposits | \$1,085,980.00 |
| Sawyer & Falduto | \$1,564,293.63 |
| Money Market Account: | \$ 188,420.63 |
| Three Month Surplus: | \$ 85,256.41 |
| Twelve Month Revenue: | \$ 107,142.69 |
| Twelve Month Expenses: | \$ 21,886.28 |

All CD's will be maturing on 11/10/2016.

The Money Market account should maintain a balance of approximately \$100,000; any excess should be transferred to the Schwab investment account.

On a motion made and seconded and on a roll call vote, Financial Report was approved.

Roll Call Vote – Yes: Samz, McCue, Gordon,
Absent: Viramontes and Tennant

On a motion made and seconded and on a roll call vote, Inland Bank Money Market Account should maintain a balance of approximately \$100,000, any excess should be transferred to the Schwab investment account.

Roll Call Vote – Yes: Samz, McCue, Gordon,
Absent: Viramontes and Tennant

CONTRIBUTIONS

Village contributions for the quarter amounted to \$70,055.76. The participant contribution for the quarter amounted to \$23,352.18.

DOI ANNUAL REPORT

The Annual Department of Insurance Report will be prepared internally for this current year. It may have to be prepared by an outside source in future.

COMPLIANCE REPORT

The Municipal Compliance Report for the year ended December 31, 2015 was presented. This report is to be submitted to the Village Board of Trustees upon approval.

On a motion made, seconded and unanimously carried, the Compliance Report was approved.

LEGAL COUNSEL

The Reimer Update was presented. There was discussion concerning articles in the newsletter.

ELECTION REQUIREMENTS

A letter was sent to all officers asking for nominations for the Two Year Term as Police Pension Board Trustee. Only one nomination was received: Officer Viramontes.

ELECTION OF OFFICER TRUSTEE

Officer Viramontes was only nominee for the two-year term that will expire May 8, 2018. Officer Viramontes was appointed Trustee by acclamation.

It is noted that the Village Board has appointed Mr. Samz to a two-year term as a Citizen Trustee. His term will expire on May 8, 2018 or until someone is properly appointed by the Village Board to replace him.

On a motion made, seconded and unanimously carried, the Board Certify the elections of officer trustee and appointment of one citizen trustee, were approved.

ELECTION OF BOARD OFFICERS

An election of new Board Officers for the Police Pension Board was held.

| | |
|---------------------------|--------------------|
| Office of President | Doug Samz |
| Office of Secretary | Tim McCue |
| Office of Vice President | Stewart Gordon |
| Office of Asst. Secretary | Michael Viramontes |

On a motion made, seconded and unanimously carried, the Officers were elected.

CONTINUING EDUCATION

Police Pension Trustees need to attained 16 hours of accredited education each fiscal year. The Annual IPPFA Conference in Lake Geneva in October will be accepting on line registration soon. All trustees are encouraged to register themselves.

ECONOMIC INTEREST FILING

Each Trustee is required to file an Economic Interest Statement with Lake County by May 1, 2016.

EXPENDITURES

The following expenses were presented for approval:

| | |
|--------------------|------------|
| Reimer & Karlson | \$ 750.00 |
| IL State Treasurer | \$ 491.61 |
| Lauterbach & Amen | \$4,250.00 |

These expenses were for legal fees & retainer, Annual Compliance fee and Actuary Report preparation.

On a motion made and seconded and on a roll call vote, Expenditures were approved.

Roll Call Vote – Yes: Samz, McCue, Gordon, Absent: Viramontes and Tennant

OLD BUSINESS

None

ADJOURMENT

There being no further or other business to come before the Board, a motion was made and seconded to adjourn

the meeting. The motion was unanimously carried. The meeting was adjourned at 7:30 pm.


Secretary