



Village of Hanover Park
Police Department

Police Administration
2011 West Lake Street, Hanover Park, IL 60133
630-823-5500 tel 630-823-5499 fax

hpiil.org

Village President
Rodney S. Craig

Village Clerk
Eira Corrat Sepúlveda

Trustees
James Kemper
Jon Kunkel
Herb Porter
Bob Prigge
Rick Roberts
Sharmin Shahjahan

Village Manager
Juliana A. Maller

**MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE HANOVER PARK POLICE PENSION FUND
APRIL 10, 2018**

A regular meeting of the Board of Trustees of the Hanover Park Police Pension Fund was held on Tuesday, April 10, 2018 at 4:00 p.m. at Village Hall located at 2121 W. Lake St., Hanover Park, IL for the purpose of conducting regular business.

CALL TO ORDER: The meeting was called to order by Trustee Sullivan at 4:03 p.m.

ROLL CALL:

PRESENT: Trustees George Sullivan, Thomas Langhenry (*arrived at 4:03 p.m.*), Mark Walther and Ray Seidel

ABSENT: Trustee Remy Navarrete

ALSO PRESENT: Board Attorney Robert Zelek, Law Offices of Robert M. Zelek; Craig Larsen, AHC Advisors, Inc; Amanda Secor, Lauterbach & Amen, LLP (L&A); Steve Eitel and Jeff Eberhardt, PNC Capital Advisors

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *January 9, 2018 Regular Meeting Minutes:* The Board reviewed the minutes from the January 9, 2018 regular meeting. A motion was made by Trustee Sullivan and seconded by Trustee Walther to approve the January 9, 2018 regular meeting minutes as written. Motion carried unanimously by voice vote.

INVESTMENT REPORT – PNC CAPITAL ADVISORS: *Review for the First Quarter 2018:* Steve Eitel presented the Board with the Fixed Income Portfolio Review for the first quarter of 2018. As of 03/31/2018, the quarter-to-date total net return is (0.86%) and an ending market value of \$5,794,673. Year-to-date, the total net return is (0.86%). Mr. Eberhardt reviewed the Market Commentary. All questions were answered by PNC Capital Advisors.

INVESTMENT REPORT – AHC ADVISORS, INC: *Quarterly Investment Report:* Mr. Larsen of AHC Advisors Inc. presented the Quarterly Investment Report for the period ending March 31, 2018. As of 03/31/2018, the quarter-to-date total net return is (1.09%) for an investment return of (\$361,593) and an ending market value of \$33,052,568. The current asset allocation is as follows: Fixed Income at 39.31%, Equities at 59.6% and Cash Equivalents at 1.08%. Mr. Larsen reviewed the Market Commentary, Equity Portfolio, Fixed Income Portfolio and Transaction Ledger Report with the Board. All questions were answered by Mr. Larsen.

INVESTMENT REPORT – SAWYER FALDUTO ASSET MANAGEMENT: *Quarterly Investment Performance Report:* The Board was presented with the Quarterly Investment Performance Report provided by Sawyer Falduto Asset Management.

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

ACCOUNTANT’S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report:* Lauterbach & Amen presented the Monthly Financial Report for the period ended February 28, 2018. The net position held in trust for pension benefits is \$32,852,352.12, with a change in position of (\$527,053.56) for the two-month period ending 02/28/2018. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report, and Payroll Journal.

Presentation and Approval of Bills: The Board reviewed the Vendor Check Report for the period of 12/01/2017-02/28/2018, for total disbursements in the amount of \$122,563.20.

A motion was made by Trustee Sullivan and seconded by Trustee Walther to accept the Monthly Financial Report and to approve the payments listed on the Vendor Checks Report as presented. Motion carried by roll call vote.

AYES: Trustees Sullivan, Langhenry, Walther, and Seidel
NAYS: None
ABSENT: Trustee Navarrete

Additional Bills, if any – Illinois Department of Insurance Compliance Fee: The Board noted that the Illinois Department of Insurance Compliance Fee invoice will be issued and payment is due by June 30th. A motion was made by Trustee Sullivan and seconded by Trustee Seidel to approve payment of the IDOI Compliance Fee in an amount not to exceed \$7,000, upon receipt of the invoice. Motion carried by roll call vote.

AYES: Trustees Sullivan, Langhenry, Walther, and Seidel
NAYS: None
ABSENT: Trustee Navarrete

COMMUNICATIONS OR REPORTS: *Statements of Economic Interest:* The Board was reminded that the Statements of Economic Interest are due by May 1st.

Affidavits of Continued Eligibility: The Board noted that L&A will mail Affidavits of Continued Eligibility to all pensioners with the June payroll cycle. A status update will be provided at the next scheduled meeting.

Active Member File Maintenance: The Board noted that L&A will continue to prepare Active Member File Maintenance letters and will distribute the documents to all active members via their respective Village of Hanover Park email address on a semi-annual basis, requesting any additional pension file documents as required by IDOI.

TRUSTEE TRAINING UPDATES: The Board reviewed the updated Trustee Training Summary and discussed upcoming training opportunities. Trustees were reminded to submit all certificates of completion to L&A for recordkeeping.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: *Contribution Refund – Christopher Senese:* The Board reviewed the contribution refund request submitted by Christopher Senese in the amount of \$1,488.93 paid directly to himself.

Contribution Refund – Kevin Gauer: The Board reviewed the contribution refund request submitted by Kevin Gauer in the amount of \$21,841.88; with a portion of \$6,000.00 payable directly to himself and the remainder of \$15,841.88 paid in a direct rollover.

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

OLD BUSINESS: There was no old business to discuss at this time.

NEW BUSINESS: *Certify Board Election Results – Active and Retired Member Positions:* L&A conducted an election for both of the Active Member positions and the Retired Member position on the Hanover Park Police Pension Fund Board of Trustees. Active Members George Sullivan and Thomas Langhenry ran unopposed and were reelected by acclamation for a two-year term expiring April 30, 2020. Ballots were issued for the Retired Member position. The Board noted that 28 ballots were received and 28 ballots were counted. The Retired Member election results are as follows: 22 votes for Mark Walther, 3 votes for Dave Bruno, 2 votes for David Driscoll Jr., and one spoiled ballot. Mark Walther was elected as the Retired Member on the Board of Trustees for two-year term expiring April 30, 2020. A motion was made by Trustee Seidel and seconded by Trustee Sullivan to certify the Active Member and Retired Member election results. Motion carried unanimously by voice vote.

Military Service Purchase – Steven Stotz: The Board noted that L&A mailed correspondence to Steven Stotz regarding his request to calculate the amount of money due to the Hanover Park Police Pension Fund to purchase 24 months of military service time, but no response has been received to date.

IDOI Annual Statement: The Board noted that completion of the IDOI Annual Statement is currently in process and the final report will be sent to the Board for review upon completion.

ATTORNEY’S REPORT: *Legal Updates:* Mr. Zelek apprised the Board of recent case rulings pertaining to Article 3 Pension Funds. All questions were answered by Mr. Zelek.

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

ADJOURNMENT: A motion was made by Trustee Seidel and seconded by Trustee Sullivan to adjourn the meeting at 5:35 p.m. Motion carried unanimously by voice vote.

Respectfully Submitted,

Thomas Langhenry, Board Secretary

The next regular meeting is scheduled for July 10, 2018 at 4:00 p.m.

Minutes prepared by Amanda Secor, Pension Services Administrator