



**MINUTES OF A REGULAR MEETING OF THE
EVANSTON FIREFIGHTERS' PENSION FUND
BOARD OF TRUSTEES
NOVEMBER 18, 2019**

A regular meeting of the Evanston Firefighters' Pension Fund Board of Trustees was held on Monday, November 18, 2019 at 9:30 a.m. at the Fire Department Headquarters Conference Room located at 909 Lake Street, Evanston, Illinois 60201, pursuant to notice.

CALL TO ORDER: Trustee Daugherty called the meeting to order at 9:30 a.m.

ROLL CALL:

PRESENT: Trustees Deron Daugherty, Sean Heneghan, Patrick Dillon, Aleks Granchalek and Elisa Spain

ABSENT: None

ALSO PRESENT: Mary Tomanek, Graystone Consulting; Retired Members Ronn Gannon, Michael Adam and Ray Drott, Evanston Fire Department; Hitesh Desai and Andy Villamin, City of Evanston; Dawn Ratkovich and Alex Michael, Lauterbach & Amen, LLP (L&A)

PUBLIC COMMENT: Ms. Tomanek addressed the Board with a brief overview of Senate Bill 1300.

PENSION FUNDING COMMITTEE UPDATE: The Committee has not been able to reach the City in order to set up a time to meet with them.

APPROVAL OF MEETING MINUTES: *August 14, 2019 Regular Meeting:* The Board reviewed the August 14, 2019 regular meeting minutes. A motion was made by Trustee Dillon and seconded by Trustee Daugherty to approve the August 14, 2019 regular meeting minutes as written. Motion carried unanimously by voice vote.

August 14, 2019 Closed Session Meeting: The Board reviewed the August 14, 2019 closed session meeting minutes. A motion was made by Trustee Daugherty and seconded by Trustee Dillon to approve the August 14, 2019 closed session meeting minutes as written. Motion carried unanimously by voice vote.

INVESTMENT REPORT – GRAYSTONE CONSULTING: *Quarterly Investment Report:* Ms. Tomanek presented the Quarterly Investment Report for the period ending September 30, 2019. As of September 30, 2019, the quarter-to-date net return is 0.97% and the ending market value is \$83,957,005. The current asset allocation is as follows: fixed income at 70% and equities at 65%. Ms. Tomanek reviewed the recent transactions and discussed cash flow needs for the upcoming quarter.

Potential Sales or Purchases of Securities: The Board discussed the liquidation of the London Company account. A motion was made by Trustee Daugherty and seconded by Trustee Dillon to liquidate the London Company account and transfer the balance to the Vanguard Value Index. Motion carried by roll call vote.

AYES: Trustees Daugherty, Heneghan, Dillon, Granchalek and Spain

NAYS: None

ABSENT: None

The Board discussed reallocating a portion of the proceeds from Nuveen Global Infrastructure. A motion was made by Trustee Daugherty and seconded by Trustee Spain to transfer \$1,400,000 from Nuveen Global Infrastructure and to reallocate the proceeds into Segall Bryant and Northern Trust at their current ratios. Motion carried by roll call vote.

AYES: Trustees Daugherty, Heneghan, Dillon, Granchalek and Spain
NAYS: None
ABSENT: None

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

TREASURER'S REPORT – CITY OF EVANSTON: Mr. Desai and Mr. Villamin distributed copies of the Fire Pension Fund Operation Cash Flow Report to the Board. The projected funds available to the Board for the upcoming months are; November \$2,305,762; December \$1,547,862 and January, 2020 \$780,262. All questions were answered by Mr. Desai and Mr. Villamin.

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report and Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the ten-month period ending October 31, 2019 prepared by L&A. As of October 31, 2019, the net position held in trust for pension benefits is \$88,168,217.51 for a change in position of \$12,392,099.45. The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report, Payroll Journal and Vendor Check Report for the period August 1, 2019 through October 31, 2019 for total disbursements of \$572,482.13.

Member Contribution Review: L&A informed the Board that the City overpaid contributions in the amount of \$3,488.42. The Board directed L&A to work with Kathy Brown in order to repay the City in the amount of \$3,488.42. No Further action is needed at this time.

Additional Bills, if any: The Board reviewed the Burke Burns & Pinelli, Ltd. invoice 26931 in the amount of \$150 for October, 2019 legal services. A motion was made by Trustee Daugherty and seconded by Trustee Granchalek to approve the additional bill as presented. Motion carried by roll call vote.

AYES: Trustees Daugherty, Heneghan, Dillon, Granchalek and Spain
NAYS: None
ABSENT: None

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

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: *Application for Membership – Thomas Sigmund:* The Board reviewed the Application for Membership submitted by Thomas Sigmund. A motion was made by Trustee Daugherty and seconded by Trustee Heneghan to accept Thomas Sigmund into the Evanston Firefighters' Pension Fund effective August 16, 2019, as a Tier II participant. Motion carried unanimously by voice vote.

OLD BUSINESS: *Review/Adopt – Municipal Compliance Report:* There was no Municipal Compliance Report to review.

NEW BUSINESS: *Establish 2020 Board Meeting Dates:* The Board discussed holding their first quarterly meeting of 2020 on February 10, 2020 at 9:30 a.m. at the Fire Department Headquarters Conference Room located at 909 Lake Street, Evanston, Illinois 60201.

COMMUNICATIONS AND REPORTS: *Affidavits of Continued Eligibility – Donald Sherrie:* L&A informed the Board that Donald Sherrie's affidavit of continued eligibility was received on November 6, 2019 and his physical check will be converted back into direct deposit.

L&A informed the Board that Louise Simpson's 2019 Affidavit of Continued Eligibility is still outstanding. A motion was made by Trustee Daugherty and seconded by Trustee Heneghan to suspend Louise Simpson's direct deposit beginning with the January, 2020 payroll cycle until a completed affidavit is received. L&A will send a fourth Affidavit to Ms. Simpson before December 2019. Motion carried unanimously by voice vote.

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

Approval of Trustee Training Registration Fees and Reimbursable Expenses: The Board discussed the 16-hour online training provided through IPPFA. A motion was made by Trustee Daugherty and seconded by Trustee Granchalek to approve the registration fees for trustees interested in completed the 16-hour online training and to direct L&A to register Trustees Daugherty and Heneghan. Motion carried by roll call vote.

AYES: Trustees Daugherty, Heneghan, Dillon, Granchalek and Spain
NAYS: None
ABSENT: None

ATTORNEY'S REPORT – BURKE, BURNS & PINELLI, LTD.: *Legal Updates:* There were no legal updates at this time.

Annual Independent Medical Examinations – Craig Brannan, Sean Heneghan, Jude Rodriguez & Jason Perkiser: Trustee Daugherty informed the Board that Jude Rodriguez and Sean Heneghan attended an exam with their treating physicians and both remain disabled. Trustee Daugherty also noted that he will reach out to both Craig Brannan and Jason Perkiser to request documentation stating they remain disabled. Further discussion will be held at the next regular meeting.

Request for Proposals – Investment Consultants: Ms. Tomanek reviewed Graystone Consulting's fees with the Board. A motion was made by Trustee Daugherty and seconded by Trustee Dillon to retain Graystone Consulting with the new fee of 9 basis points. Motion carried by roll call vote.

AYES: Trustees Daugherty, Heneghan, Dillon, Granchalek and Spain
NAYS: None
ABSENT: None

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

ADJOURNMENT: A motion was made by Trustee Dillon and seconded by Trustee Granchalek to adjourn the meeting at 10:38 a.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for February 10, 2020 at 9:30 a.m.



Board President or Secretary

Minutes approved by the Board of Trustees on 2/10/20

Minutes prepared by Alex Michael, Pension Services Administrator, Lauterbach & Amen, LLP