



**MINUTES OF A REGULAR MEETING OF THE  
EVANSTON FIREFIGHTERS' PENSION FUND  
BOARD OF TRUSTEES  
MAY 13, 2020**

A regular meeting of the Evanston Firefighters' Pension Fund Board of Trustees was held on Wednesday, May 13, 2020 at 12:00 p.m. via teleconference in accordance with Section 6 of Governor Pritzker's current Executive Order 2020-07 (COVID-19 Executive Order No. 5), pursuant to notice.

**CALL TO ORDER:** Trustee Daugherty called the meeting to order at 12:01 p.m.

**ROLL CALL:**

**PRESENT:** Trustees Deron Daugherty, Daniel Philipaitis, Patrick Dillon and Aleks Granchalek,

**ABSENT:** None

**ALSO PRESENT:** Mary Tomanek, Graystone Consulting; Hitesh Desai, City of Evanston; Alex Michael, Lauterbach & Amen, LLP (L&A); Retired Member Phillip Burns, Evanston Fire Department; Members of the Public

**PUBLIC COMMENT:** Trustee Daugherty informed the Board that Retired Member Dennis McGuigan requested that approved board meeting minutes be e-mailed to the pensioners of the Evanston Fire Department.

**PENSION FUNDING COMMITTEE UPDATE:** There was no update at this time. Further discussion will be held at the next regular meeting.

**APPROVAL OF MEETING MINUTES:** *February 10, 2020 Regular Meeting:* The Board reviewed the February 10, 2020 regular meeting minutes. A motion was made by Trustee Daugherty and seconded by Trustee Granchalek to approve the February 10, 2020 regular meeting minutes as written. Motion carried by roll call vote.

**AYES:** Trustees Daugherty, Philipaitis, Dillon and Granchalek

**NAYS:** None

**ABSENT:** None

*April 20, 2020 Special Meeting:* The Board reviewed the April 20, 2020 special meeting minutes. A motion was made by Trustee Daugherty and seconded by Trustee Dillon to approve the April 20, 2020 special meeting minutes as written. Motion carried by roll call vote.

**AYES:** Trustees Daugherty, Philipaitis, Dillon and Granchalek

**NAYS:** None

**ABSENT:** None

**INVESTMENT REPORT – GRAYSTONE CONSULTING:** *Quarterly Investment Report:* Ms. Tomanek presented the Quarterly Investment Report for the period ending March 31, 2020. As of March 31, 2020, the quarter-to-date net return is (12.28%) and the ending market value is \$77,360,329. The current asset allocation is as follows: fixed income at 42% and equities at 58%. Ms. Tomanek reviewed the recent transactions and discussed cash flow needs for the upcoming quarter.

*Potential Sales or Purchases of Securities:* There were no recommendations at this time.

*Review/Update Investment Policy:* Ms. Tomanek presented an updated investment policy prepared by Graystone Consulting. The Board reviewed and discussed the amended policy, which has been updated to include language regarding sustainability consistent with Public Act 101-0473. A motion was made by Trustee Daugherty and seconded by Trustee Granchalek to adopt and execute the updated investment policy as presented, to direct L&A to file the investment policy with the Illinois Department of Insurance within 30 days of execution. Motion carried by roll call vote.

AYES: Trustees Daugherty, Philipaitis, Dillon and Granchalek

NAYS: None

ABSENT: None

**TREASURER'S REPORT – CITY OF EVANSTON:** Mr. Desai reviewed the Operation Cash Flow Report with the Board. The projected funds available to the Board for the upcoming months are; May \$2,444,952; June \$1,663,952; and July, \$3,095,252. All questions were answered by Mr. Desai.

**ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP:** *Monthly Financial Report and Presentation and Approval of Bills:* The Board reviewed the Monthly Financial Report for the three-month period ending March 31, 2020 prepared by L&A. As of March 31, 2020, the net position held in trust for pension benefits is \$80,836,133.16, for a change in position of (\$8,962,893.78). The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report, Payroll Journal and Vendor Check Report for the period January 1, 2020 through March 31, 2020 for total disbursements of \$473,190.42. A motion was made by Trustee Daugherty and seconded by Trustee Dillon to accept the Monthly Financial Report as presented and to approve the disbursements shown on the Vendor Check Report in the amount of \$473,190.42. Motion carried by roll call vote.

AYES: Trustees Daugherty, Philipaitis, Dillon and Granchalek

NAYS: None

ABSENT: None

*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 30, 2020. A motion was made by Trustee Daugherty and seconded by Trustee Granchalek to approve payment of the IDOI Compliance Fee in an amount not to exceed the statutory maximum of \$8,000. Motion carried by roll call vote.

AYES: Trustees Daugherty, Philipaitis, Dillon and Granchalek

NAYS: None

ABSENT: None

The Board also reviewed the Burke Burns & Pinelli, Ltd. invoice #27532 in the amount of \$4,410 for April, 2020 legal services. A motion was made by Trustee Daugherty and seconded by Trustee Dillon to approve the additional bill as discussed. Motion carried by roll call vote.

AYES: Trustees Daugherty, Philipaitis, Dillon and Granchalek

NAYS: None

ABSENT: None

**APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS:** *Approve Regular Retirement Benefits – Michael McDonnell:* The Board reviewed the regular retirement benefit calculation for Michael McDonnell prepared by L&A. Captain McDonnell had an entry date of May 7, 1984, retirement date of May 6, 2020, effective date of pension of May 7, 2020, 58 years of age at

date of retirement, 36 years of creditable service, applicable salary of \$120,883.77, applicable pension percentage of 75%, amount of originally granted monthly pension of \$7,555.24 and amount of originally granted annual pension of \$90,662.88. A motion was made by Trustee Daugherty and seconded by Trustee Granchalek to approve Michael McDonnell's regular retirement benefit calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Daugherty, Philipaitis, Dillon and Granchalek  
NAYS: None  
ABSENT: None

*Approve Duty Disability Benefit – Charles Bednarz:* The Board reviewed the duty disability benefit calculation for Charles Bednarz prepared by L&A. Captain Bednarz had an entry date of December 6, 1999, disability date of April 12, 2020, effective date of pension of April 20, 2020, 46 years of age at date of disability, 20 years and 4 months of creditable service, applicable salary of \$120,186.03, applicable pension percentage of 65%, amount of originally granted monthly pension of \$6,510.08 and amount of originally granted annual pension of \$78,120.96. A motion was made by Trustee Daugherty and seconded by Trustee Dillon to approve Charles Bednarz's duty disability benefit calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Daugherty, Philipaitis, Dillon and Granchalek  
NAYS: None  
ABSENT: None

**APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND:** *Applications for Membership – Thomas Moon and Sean Seno:* The Board reviewed the Applications for Membership submitted by Thomas Moon and Sean Seno. A motion was made by Trustee Daugherty and seconded by Trustee Granchalek to accept Thomas Moon effective March 2, 2020 as a Tier I participant and Sean Seno effective March 2, 2020 as a Tier II participant into the Evanston Firefighters' Pension Fund. Motion carried by roll call vote.

AYES: Trustees Daugherty, Philipaitis, Dillon and Granchalek  
NAYS: None  
ABSENT: None

**OLD BUSINESS:** *Discussion/Possible Action Regarding Benefit Discrepancies – Phillip Burns:* Trustee Daugherty gave the Board and the members of the public a brief background regarding the benefit discrepancies. All questions were answered by Trustee Daugherty.

*Mr. Burns left the meeting at 12:47 p.m.*

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

**NEW BUSINESS:** *Certify Board Election Results – Active Member Position:* L&A conducted an election for one of the active member positions on the Evanston Firefighters' Pension Fund Board of Trustees. Daniel Philipaitis ran unopposed and was elected for a three-year term expiring April 30, 2023. A motion was made by Trustee Daugherty and seconded by Trustee Dillon to certify the active member election results. Motion carried by roll call vote.

AYES: Trustees Daugherty, Philipaitis, Dillon and Granchalek  
NAYS: None  
ABSENT: None

The Board discussed Board Officer Elections. A motion was made by Trustee Dillon and seconded by Trustee Granchalek to nominate Trustee Daugherty as president. Motion carried by roll call vote.

AYES: Trustees Daugherty, Philipaitis, Dillon and Granchalek  
NAYS: None  
ABSENT: None

A Motion was made by Trustee Daugherty and seconded by Trustee Dillon to nominate Trustee Philipaitis as secretary. Motion carried by roll call vote.

AYES: Trustees Daugherty, Philipaitis, Dillon and Granchalek  
NAYS: None  
ABSENT: None

*Appointed Member Position:* The Board noted that the Mayor of Evanston has not yet appointed a new Trustee to the Evanston Firefighters' Pension Fund Board of Trustees. Further discussion will be held at the next regular meeting.

*Establish Third Quarter Meeting Date:* The Board discussed holding their third quarterly meeting of 2020 on August 5, 2020 at 9:30 a.m. at the Fire Department Headquarters Conference Room located at 909 Lake Street, Evanston, Illinois 60201.

*Adopt/Publish – Decision and Order – Charles Bednarz:* The Board reviewed the Decision and Order prepared by Burke, Burns & Pinelli, Ltd. A motion was made by Trustee Daugherty and seconded by Trustee Granchalek to approve, adopt and publish the Decision and Order for Charles Bednarz as presented. Motion carried by roll call vote.

AYES: Trustees Daugherty, Dillon and Granchalek  
NAYS: None  
ABSENT: None  
ABSTAIN: Trustee Philipaitis

**COMMUNICATIONS AND REPORTS:** *Statements of Economic Interest:* The Board was reminded that the Statements of Economic Interest were due May 1, 2020.

**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:* There were no trustee training registrations or reimbursable expenses presented for approval.

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

*Annual Independent Medical Examinations – Craig Brannan and Jason Perkiser:* Trustee Daugherty has not been able to reach Mr. Brannan or Mr. Perkiser to inform them that they need to attend their annual IME. Further discussion will be held at the next regular meeting.

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

**ADJOURNMENT:** A motion was made by Trustee Dillon and seconded by Trustee Daugherty to adjourn the meeting at 12:57 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for August 5, 2020 at 9:30 a.m.

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Board President or Secretary

Minutes approved by the Board of Trustees on \_\_\_\_\_

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