

**MINUTES OF THE QUARTERLY MEETING OF THE  
EVANSTON POLICE PENSION FUND  
26 JANUARY 2017**

**I. CALL TO ORDER**

This quarterly meeting of the Evanston Police Pension Fund of Trustees was called to order at 3:03 p.m. on 26 January 2017. This meeting was held at the Evanston Police Department, 1454 Elmwood Avenue, Evanston, Illinois.

**II. ROLL CALL OF TRUTEES**

**Trustees Present**

Ryan Glew  
Timothy Schoolmaster  
Mark Weisberg  
Aaron Wernick

**Trustees Absent**

Mark Vaughan

Also present: Carolyn Clifford (Fund Attorney); Dave Wall (Investment Advisor); Marty Lyons (Fund Treasurer); Andrew Villamin (Accounting COE)

**III. PUBLIC COMMENT**

There was no public comment.

**IV. APPROVAL OF MINUTES**

The minutes from regular quarterly meeting held on October 28<sup>th</sup>, 2016 were not ready for approval at this meeting. Will present for approval at April 27<sup>th</sup>, 2017 meeting.

**V. POLICE PENSION PAYROLL**

The monthly pension benefits paid out by the pension fund for the following months were reviewed by the Board individual monthly payroll reports are a part of these minutes by reference:

- A. October 2016 - \$901,814.03
- B. November 2016 - \$908,593.38
- C. December 2016 - \$903,533.52
- D. January 2017 - \$930,591.79 (Annual Projected - \$11,167,101)

A motion to accept the pension payroll figures was made by Glew, seconded by Wernick. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, Weisberg, and Wernick  
NAYS: None  
ABSTAIN: None

*AW*

ABSENT: Vaughan

## **VI. EXPENSES/PAYMENT OF BILLS**

Expenses were listed on a Disbursement Warrant and reviewed by the Board. A motion was made to approve the Disbursement warrant by Glew, and seconded by Wernick. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, Weisberg, and Wernick

NAYS: None

ABSTAIN: None

ABSENT: Vaughan

## **VII. TREASURER'S/INVESTMENT REPORT**

### **A. Review of Investment Report – Wall and Associates**

Dave Wall of Wall and Associates provided the Board with updates on the investments and returns for 4th quarter of 2016. As of the end of the fiscal year ending December 31, 2016, the ending market value of assets of the Fund was \$105,750,444.66. The fiscal year return for the Fund was 6.91% (compared to the benchmark of 7.9%).

A motion to move \$200,000.00 from the mortgage pool account to domestic all cap equity account was made by Schoolmaster, seconded by Wernick. It was unanimously passed by voice vote.

### **B. Discussion of Evanston Police Department Property Seizure Sales**

Marty Lyons presented a preliminary analysis of the Evanston Police Department property seizure sales, as requested by President Schoolmaster. Further analysis of the City's ordinance on surplus property sales and the transmittal of funds garnered from such sales to the Fund will continue.

### **C. Treasurer's Report**

The Board was provided the treasurer's report by Marty Lyons. The Treasurer's operating cash flow projections were reviewed with the Board by Marty Lyons.

A motion to accept the Treasurer's/Investment report was made by Schoolmaster, seconded by Glew. It was unanimously passed by a voice vote.

## **VIII. COMMUNICATIONS AND SPECIAL REPORTS/PRESENTATIONS**

None.

## **IX. NEW OFFICER APPOINTMENTS**

**Officer Eric Huber was hired and application to the Fund made on January 10th, 2017. Officer Huber is a Tier 2 Pension.**

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**Officer Matthew Masucci was hired and application to the Fund made on January 10th, 2017.** Officer Masucci is a Tier 2 Pension.

## **X. RETIREMENTS**

**Sergeant David Berman retired on January, 12th 2017.** The Board has received his application. He retired with 38 years, 4 months and 2 days of creditable service. Annual benefit is \$93,695.38 (75% of \$124,927.17 annual salary which includes 5.5% longevity and \$1,700.00 education stipend. Monthly (31 days) benefit is \$7,807.95.

## **XI. DEATHS**

**Retired Officer Lloyd Hinze Joyce died on July 4, 2016.** Officer Hinze is survived by his adult disabled son, Charles Hinze, who will receive continue to receive an adult disabled child benefit. After securing the appropriate documentation regarding Charles' continued disability, the Board will approve the payment of the adult disabled child benefit retroactive to July 5, 2016, the date of his father's death. The benefit shall be \$1,557.92 per month.

**Officer Torben Nielsen died on December 8, 2016 in Florida.** Monthly benefit to his surviving spouse Jeannette Nielsen will be \$4,329.43 per month.

## **XII. RESIGNATIONS**

There were no resignations during the last quarter.

A motion to accept new hire applications, retirements and survivor benefits was made by Schoolmaster, seconded by Glew. The motion passed unanimously by a roll call vote:

AYES: Glew, Schoolmaster, Weisberg, and Wernick

NAYS: None

ABSTAIN: None

ABSENT: Vaughan

## **XIII. APPLICATIONS FOR DISABILITY**

A. **Officer Joseph Panek's application for disability benefits** – Officer Panek is currently be evaluated by the IME physicians. Once the IME reports are received, the matter will be prepared for hearing. It is anticipated the Board will conduct his disability hearing prior to the Board's next quarterly meeting.

B. **Officer Cathy Difranceschi's application for disability benefits** – The Board received her application on January 9, 2017. The Board's attorney has initiated the process to gather the background records for this matter.

C. **Former Sergeant Kevin Campbell's lawsuit seeking administrative review** – The Board's

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attorney reported that all of the briefs had been filed in the matter. Judge Meyerson has set the final hearing date for March 9, 2017. The Board's attorney will keep the Board apprised of the status of the lawsuit.

#### **XIV. PREVIOUS AGENDA ITEMS/OLD BUSINESS**

- A. **Board Rules and Forms** -- The Board's attorney has provided a draft set of Board rules and forms for the Board members' review. This will be tabled until the Board's April meeting.
- B. **NCPERS REPORT** -- President Schoolmaster provided the Board with an update from NCPERS.
- C. **Trustee training-upcoming events** -- The Board was advised of upcoming training opportunities with IPPFA and NCPERS.
- D. **Actuarial Update (Foster and Foster)** -- President Schoolmaster apprised the Board that he will be meeting with the City and the Fire Pension Fund to review the Pension Modeler software with the actuary, Foster & Foster, and the draft actuarial valuation will be prepared in advance of the Board's April meeting.
- E. **City Tax Levy** -- The Board asked Marty Lyons to provide a copy of the City's tax levy ordinance to the Board for its files.

#### **XV. NEW BUSINESS**

- A. Refund to former Officer Matthew Hyatt of \$14,374.62 in September 2016.

#### **XVI. TRUSTEE TRAINING/EDUCATION**

The Board discussed the status of training hours for the individual trustees. Board Attorney Carolyn Clifford provided the Board with a 2017 timeline of annual events for the Board's review.

#### **XVII. CLOSED SESSION**

There was no closed session at this meeting.

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**XVIII. ADJOURNMENT**

A motion was made by Schoolmaster to adjourn this meeting. This motion was seconded by Wernick. The motion passed unanimously by voice vote. The meeting was adjourned at 4:18 p.m.

Respectfully submitted,



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Aaron Wernick, Trustee

*Approved by the Board of Trustees at its April 27<sup>th</sup>, 2017, quarterly meeting.*

**MINUTES OF THE QUARTERLY MEETING OF THE  
EVANSTON POLICE PENSION FUND  
27 APRIL 2017**

**I. CALL TO ORDER**

This quarterly meeting of the Evanston Police Pension Fund of Trustees was called to order at 2:10 p.m. on 27 April 2017. This meeting was held at the Evanston Police Department, 1454 Elmwood Avenue, Evanston, Illinois.

**II. ROLL CALL OF TRUSTEES**

**Trustees Present**

Ryan Glew  
Timothy Schoolmaster  
Aaron Wernick

**Trustees Absent**

Mark Vaughan  
Mark Weisberg

Also present: Carolyn Clifford (Fund Attorney); Dave Wall (Investment Advisor); Marty Lyons (Fund Treasurer); Andrew Villamin (Accounting COE)

**III. PUBLIC COMMENT**

There was no public comment.

**IV. APPROVAL OF MINUTES**

A motion was made to approve the minutes from regular quarterly meeting held on October 28, 2016, by, Glew and seconded by Wernick. The motion passed unanimously by a voice vote.

A motion was made to approve the minutes from regular quarterly meeting held on April 27, 2017, by, Glew and seconded by Wernick. The motion passed unanimously by a voice vote.

A motion was made to approve the minutes from special meeting held on March 22, 2017, for both open and closed session minutes, by Glew and seconded by Wernick. The motion passed unanimously by voice vote.

**V. POLICE PENSION PAYROLL**

The monthly pension benefits paid out by the Fund for the following months were reviewed by the Board individual monthly payroll reports are a part of these minutes by reference:

- A. January 2017 - \$930,591.78
- B. February 2017 - \$934,821.47
- C. March 2017 - \$934,217.84

A motion to accept the pension payroll figures was made by Glew, seconded by Wernick. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, and Wernick  
NAYS: None  
ABSTAIN: None  
ABSENT: Vaughan and Weisberg

## VI. EXPENSES/PAYMENT OF BILLS

Expenses were listed on a Disbursement Warrant and reviewed by the Board. A motion was made to approve the Disbursement warrant by Wernick, and seconded by Glew. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, and Wernick  
NAYS: None  
ABSTAIN: None  
ABSENT: Vaughan and Weisberg

## VII. TREASURER'S/INVESTMENT REPORT

**A. Treasurer's Report** -- The Board was provided the treasurer's report by Marty Lyons. The Treasurer's operating cash flow projections were reviewed with the Board by Marty Lyons.

**B. Discussion of Fund bill payments** – City bills list and statutory reporting requirements were reviewed.

### C. Review of Investment Report – Wall and Associates

Dave Wall of Wall and Associates provided the Board with updates on the investments and returns for 1st quarter of 2017. Year to date, the Fund's portfolio has returned 3.82% net of investment fees, compared to the benchmark at 3.94%. The ending market value of the Fund as of March 31, 2017, is \$112,209,068.20.

A motion was made to take \$500,000.00 in operating account and \$290,000.00 mortgage account for a total of \$790,000.00 and purchase an International account, Euro-Pacific fund, by Schoolmaster, seconded by Wernick. The motion passed unanimously upon a roll call vote:

AYES: Glew, Schoolmaster, and Wernick  
NAYS: None  
ABSTAIN: None  
ABSENT: Vaughan and Weisberg

**D. DOI Annual Statement, Actuarial Valuation, & Audit Process** – The DOI Annual statement will be filed on time (June 30<sup>th</sup>) before July 27, 2017 meeting.

A motion to accept the Treasurer's/Investment report was made by Schoolmaster, seconded by Glew. It was unanimously passed by a voice vote.

**VIII. COMMUNICATIONS AND SPECIAL REPORTS/PRESENTATIONS**

None.

**IX. NEW OFFICER APPOINTMENTS**

Officer Julie Triggs-Redmond was hired and application to the Fund made on April 19<sup>th</sup>, 2017. Officer Triggs-Redmond is a Tier 2 member.

**X. RETIREMENTS**

There were no retirements during the last quarter.

**XI. DEATHS**

Sergeant Frank Pascher died March 14th, 2017. An application for surviving spouse benefits has been received from Eleanor Pascher, who will receive spousal benefit of \$5,826.77 per month.

**XII. RESIGNATIONS**

There were no resignations during the last quarter.

A motion to accept new member application and approve the surviving spouse benefit as outlined above was made by Schoolmaster, seconded by Glew. The motion passed unanimously by a roll call vote:

AYES: Glew, Schoolmaster, and Wernick  
NAYS: None  
ABSTAIN: None  
ABSENT: Vaughan and Weisberg

**XIII. PREVIOUS AGENDA ITEMS/OLD BUSINESS**

- A. **Campbell Disability Appeal** – The Board’s attorney reviewed the circuit court’s written order, upholding the Board’s decision. The plaintiff now has 30 days to appeal the circuit court’s decision to the appellate court.
- B. **Panek Disability** – The Board’s attorney provided a draft Findings and Decision for the Board’s review. A motion to approve the written Findings and Decision for the Panek disability benefit was made by Schoolmaster, seconded by Wernick.

AYES: Glew, Schoolmaster, and Wernick



NAYS: None  
ABSTAIN: None  
ABSENT: Vaughan and Weisberg

**C. Board Rules and Forms** -- The Board's attorney has provided a draft set of Board rules and forms for the Board members' review. This will be tabled until the Board's July meeting.

**D. Trustee Election Results**

The Board had sought nominations for the active member position, currently held by Trustee Wernick. The only nomination received was for Trustee Wernick, who was elected to new term which expires May 2019 due to the fact no other names were submitted (25 votes). Trustee Wernick is re-elected by acclamation.

**XV. NEW BUSINESS**

**A. DeFranceschi Disability Status** – The Board's attorney provided recommendations for IME physicians. Upon review and discussion, the Board directed its attorney to choose three IMEs for DeFranceschi based on quickest turnaround time for IME appointments based on the physicians suggested.

**B. Annual Affidavits of Eligibility & IME Process for Disabled Members under 50**

- **Jackson and Shydrowski annual IMEs** – The Board's attorney has received their annual affidavits and is requesting medical records, as well as current job descriptions.
- **Elliott Annual Affidavit** – The Board noted that although Elliott is currently receiving a disability pension benefit, he cannot be ordered to have a he is over the age of 50. The Board will receive his annual affidavit and obtain his current job description, to confirm that he still qualifies for the benefit.

**C. Investment Professional Review** – The Board reviewed the annual investment professional review and oversight checklist with Dave Wall, and the review will be placed in the Fund's files.

**D. DOI Compliance Fee (Due June 30<sup>th</sup>)** – The Board was advised that the annual DOI compliance fee will be paid upon receipt.

**E. Statements of Economic Interest (Due May 1<sup>st</sup>)** – Board members were reminded to complete and file their Statements of Economic Interest with Cook County prior to the deadline.

**XVI. TRUSTEE TRAINING/EDUCATION**

The Board was provided legal updates from its attorney, and upcoming training opportunities were discussed.

**XVII. CLOSED SESSION**

There was no closed session at this meeting.

**XVIII. ADJOURNMENT**

A motion was made by Wernick to adjourn this meeting. This motion was seconded by Glew. The motion passed unanimously by voice vote. The meeting was adjourned at 3:41 p.m.

Respectfully submitted,



Aaron Wernick, Trustee

*Approved by the Board of Trustees at its July 27<sup>th</sup>, 2017, quarterly meeting.*

**MINUTES OF THE QUARTERLY MEETING OF THE  
EVANSTON POLICE PENSION FUND  
27 JULY 2017**

**I. CALL TO ORDER**

This quarterly meeting of the Evanston Police Pension Fund of Trustees was called to order at 2:00 p.m. on 27 July 2017. This meeting was held at the Evanston Police Department, 1454 Elmwood Avenue, Evanston, Illinois.

**II. ROLL CALL OF TRUSTEES**

**Trustees Present**

Ryan Glew  
Timothy Schoolmaster  
Mark Vaughan  
Mark Weisberg  
Aaron Wernick

**Trustees Absent**

None

Also present: Carolyn Clifford (Fund Attorney); Dave Wall (Investment Advisor); Andrew Villamin (Accounting COE)

**III. PUBLIC COMMENT**

There was no public comment.

**IV. APPROVAL OF MINUTES**

A motion was made to approve the minutes from regular quarterly meeting held on April 27<sup>th</sup>, 2017, by Schoolmaster and seconded by Glew. The motion passed unanimously by a voice vote.

The Board conducted its six-month review of closed meeting minutes. The creation of a comprehensive spreadsheet of the written closed meeting minutes and audio tapes is in progress. A motion was made to continue to hold closed minutes closed by Schoolmaster and seconded by Wernick. The motion passed unanimously by voice vote.

**V. POLICE PENSION PAYROLL**

The monthly pension benefits paid out by the Fund for the following months were reviewed by the Board; copies of the individual monthly payroll reports were available for review:

- A. April 2017 - \$934,217.84
- B. May 2017 - \$938,896.62
- C. June 2017 - \$941,179.60

A motion to accept the pension payroll figures was made by Schoolmaster, seconded by Wernick. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, Vaughan, Weisberg, and Wernick  
NAYS: None  
ABSTAIN: None  
ABSENT: None

## **VI. EXPENSES/PAYMENT OF BILLS**

Expenses were listed on a Disbursement Warrant and reviewed by the Board. A motion was made to approve the Disbursement Warrant by Schoolmaster, and seconded by Wernick. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, Vaughan, Weisberg, and Wernick  
NAYS: None  
ABSTAIN: None  
ABSENT: None

## **VII. TREASURER'S/INVESTMENT REPORT**

### **A. Review of Investment Report – Wall and Associates**

Dave Wall of Wall and Associates provided the Board with updates on the investments and returns for 2nd quarter of 2017. Assets under management total \$112,799,051.04 as of June 30, 2017. For the three-month period ending June 30, 2017, the Fund's overall portfolio return was 2.55%, net of investment expenses. This compares to the benchmark which returned 2.55% during the same period. Year to date, the portfolio has returned 6.47%

### **B. Treasurer's Report**

The Board was provided the treasurer's report by Andrew Villamin. The Treasurer's operating cash flow projections were reviewed with the Board by Andrew Villamin.

### **C. DOI Annual Statement, Actuarial Valuation, & Audit Process**

The DOI Annual Statement has been filed, but the DOI has some questions regarding some of the data which President Schoolmaster has handled so that the amended statement could be filed. The actuarial valuation has been completed and will be distributed to the Board. The City's audit has been completed and will be filed with the DOI.

A motion to accept the Treasurer's and Investment Consultant's reports was made by Schoolmaster, seconded by Glew. It was unanimously passed by a voice vote.

## VIII. COMMUNICATIONS AND SPECIAL REPORTS/PRESENTATIONS

President Schoolmaster reported that several FOIA requests were received during the quarter, and he has responded to them in a timely fashion. The requests and responses will be kept on file.

## IX. NEW OFFICER APPOINTMENTS

There were no new hires during the last quarter.

## X. RETIREMENTS

Detective John Schmidt retired on 07/05/2017 with 30+ years of service and a parting salary of \$94,363.42 with 5.5% longevity. The Board has received his retirement application. Detective Schmidt will collect 75% of his salary totaling \$70,772.57 or \$5,897.71 per month.

Officer Thomas Devine retired on 05/12/2017 with 41+ years of service and a parting salary of \$94,363.42 with 5.5% longevity. The Board has received his retirement application. Officer Devine will collect 75% of his salary totaling \$70,772.57, or \$5,897.71 per month.

Officer Joseph Panek's TTD benefits ended 06/11/2017 so there is no longer an off-set to the monthly pension benefit.

## XI. DEATHS

There were no deaths during the last quarter.

## XII. RESIGNATIONS

Sean Mangas resigned from the Evanston Police Department on May 5, 2017. No paperwork has been given to the Pension Fund, seeking a refund as of this date.

A motion to approve the applications for retirements was made by Schoolmaster, seconded by Glew. The motion passed unanimously by a roll call vote:

AYES: Glew, Schoolmaster, Vaughan, Weisberg, and Wernick

NAYS: None

ABSTAIN: None

ABSENT: None

## XIII. PREVIOUS AGENDA ITEMS/OLD BUSINESS

### A. Status of Campbell Litigation

Appeal by Campbell is still on-going. The Appellate Court has received the docketing statement from

Campbell's attorney; however, the record on appeal has still not been filed.

**B. Status of DeFranceschi Disability**

Attorney Clifford reported that we are still waiting on IMEs to be completed and reports to be submitted. She projected that the Board would be looking for late September / early October 2017 to conduct the disability hearing.

**C. Board Rules and Forms**

The Board's attorney has provided an updated draft set of Board rules and forms for the Board members' review. This will be tabled to a future Board meeting for review and possible approval.

**D. Status of Annual Affidavits of Eligibility (Elliott)**

Attorney Clifford provided an update on this matter by memorandum. Upon a thorough review of the issues by the Board, it was the consensus that Elliott continues to meet the eligibility requirements for his disability benefit. Board Attorney did secure and review Elliott's current job description, as well as case law involving similar circumstances, and it was determined he continues to be in compliance.

**E. Status of Annual IME's of Disabled Members**

Shydowski and Jackson remain disabled according to Dr. Samo, who performed an IME on each member. Dr. Samo's IME reports will be retained in the Fund's files.

**XIV. NEW BUSINESS**

**A. Election of Officers**

The Board conducted its annual election for Board officers. The proposed slate for officers for the year was as follows:

President - Schoolmaster  
Vice-President - Glew  
Secretary - Wernick  
Assistant Secretary - Weisberg

A motion to accept the slate of Board officers as presented was made by Schoolmaster, seconded by Glew. The motion passed unanimously by a voice vote.

**XVI. TRUSTEE TRAINING/EDUCATION**

A motion to approve registration costs and affiliated travel expenses for the NCEPRS Public Safety Conference and NCPERS Modules 3 & 4 pension training for Schoolmaster not to exceed \$3,000.00 was made by Glew, seconded by Wernick. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, Vaughan, Weisberg, and Wernick  
NAYS: None  
ABSTAIN: None  
ABSENT: None

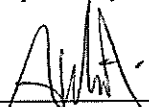
**XVII. CLOSED SESSION**

There was no closed session at this meeting.

**XVIII. ADJOURNMENT**

A motion was made by Schoolmaster to adjourn this meeting. This motion was seconded by Wernick. The motion passed unanimously by voice vote. The meeting was adjourned at 3:53 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Aaron Wernick, Trustee

*Approved by the Board of Trustees at its October 26<sup>th</sup>, 2017, quarterly meeting.*

**MINUTES OF THE QUARTERLY MEETING OF THE  
EVANSTON POLICE PENSION FUND  
26 OCTOBER 2017**

**I. CALL TO ORDER**

This quarterly meeting of the Evanston Police Pension Fund of Trustees was called to order at 2:04 p.m. on 26 October 2017. This meeting was held at the Evanston Police Department, 1454 Elmwood Avenue, Evanston, Illinois.

**II. ROLL CALL OF TRUSTEES**

**Trustees Present**

Ryan Glew  
Timothy Schoolmaster  
Mark Weisberg  
Aaron Wernick

**Trustees Absent**

Mark Vaughan

Also present: Carolyn Clifford (Fund Attorney); John Motylinski (Fund Attorney); Dave Wall (Investment Advisor); Marty Lyons (Fund Treasurer); Andrew Villamin (Accounting COE); Bob Gustafson (City of Evanston HR).

**III. PUBLIC COMMENT**

There was no public comment.

**IV. APPROVAL OF MINUTES**

A motion was made to approve the minutes from regular quarterly meeting held on July 27<sup>th</sup>, 2017, by Schoolmaster and seconded by Glew. The motion passed unanimously by a voice vote.

**V. POLICE PENSION PAYROLL**

The monthly pension benefits paid out by the Fund for the following months were reviewed by the Board individual monthly payroll reports are a part of these minutes by reference:

- A. July 2017 - \$951,935.51
- B. August 2017 - \$957,435.74
- C. September 2017 - \$956,524.47

A motion to accept the pension payroll figures was made by Schoolmaster, seconded by Glew. The motion passed unanimously by roll call vote:

AYES:	Glew, Schoolmaster, Weisberg, and Wernick
NAYS:	None
ABSTAIN:	None
ABSENT:	Vaughan



**VI. EXPENSES/PAYMENT OF BILLS**

Expenses were listed on a Disbursement Warrant and reviewed by the Board. A motion was made to approve the Disbursement warrant by Schoolmaster, and seconded by Glew. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, Weisberg, and Wernick  
NAYS: None  
ABSTAIN: None  
ABSENT: Vaughan

**VII. TREASURER’S/INVESTMENT REPORT**

**A. Review of Investment Report – Wall and Associates**

Dave Wall of Wall and Associates provided the Board with updates on the investments and returns for third quarter of 2017. Ending market value of the Fund’s portfolio as of September 30, 2017, was \$119,075,656.04. For the three-month period ending September 30, 2017, the portfolio return was 3.35% net of investment fees, compared to the benchmark at 3.01%. Calendar and fiscal year to date, the portfolio return is 9.95% net of investment fees, compared to the benchmark at 9.71%.

**B. Discussion of Fund bill payments – City bills list and statutory reporting requirements**

No update on this issue at this time.

**C. Treasurer’s Report**

The Board was provided the treasurer’s report by Marty Lyons. The Treasurer’s operating cash flow projections were reviewed with the Board by Marty Lyons.

A motion to accept the Treasurer’s/Investment report was made by Schoolmaster, seconded by Glew. It was unanimously passed by a voice vote.

**D. DOI Annual Statement, Actuarial Valuation, & Audit Process**

The DOI annual statement has been filed, and the City’s audit has been completed.

**VIII. COMMUNICATIONS AND SPECIAL REPORTS/PRESENTATIONS**

None.

**IX. NEW OFFICER APPOINTMENTS**

Officer William A. Brown, Jr. was hired and application to the Fund made on August 4<sup>th</sup>, 2017. Officer Brown, Jr. is a Tier 2 member.

Officer Brian Patrick Rowell was hired and application to the Fund made on August 4<sup>th</sup>, 2017. Officer Rowell is a Tier 2 member.

## **X. RETIREMENTS**

Commander Thomas Moore retired on 08/04/2017 with 27 years of service and a parting salary of \$132,379.16. The Board has received his retirement application. Commander Moore will collect 67.5% of his salary totaling \$89,355.93 or \$7,446.33 per month.

## **XI. DEATHS**

Surviving spouse Bette White, widow of Sergeant Henry White (retired), died on 09/18/2017. The benefit has ceased, and the account is closed.

## **XII. RESIGNATIONS**

There were no resignations during the last quarter.

A motion to accept new hire applications, retirement and cessation of survivor benefits was made by Schoolmaster, seconded by Glew. The motion passed unanimously by a roll call vote:

AYES:	Glew, Schoolmaster, Weisberg, and Wernick
NAYS:	None
ABSTAIN:	None
ABSENT:	Vaughan

## **XIII. PREVIOUS AGENDA ITEMS/OLD BUSINESS**

### **A. DeFranceschi Disability Hearing**

The Board conducted the hearing for Officer Cathy DeFranceschi's disability application. Present at the hearing were Officer DeFranceschi and her attorney, Jerry Marconi. Schoolmaster made a motion to appoint Board attorney, John Motylinski, as the hearing officer for the Board, seconded by Glew. The motion passed unanimously by voice vote.

Attorney Motylinski conducted the hearing, and it was transcribed by a court reporter. Admitted into evidence were Board Exhibit Nos. 1 through 19. Attorney Marconi presented Officer DeFranceschi's disability application to the Board, and called Officer DeFranceschi as a witness. Officer DeFranceschi testified in support of her application for benefits, and answered questions from the Board.

After receiving closing remarks from Attorney Marconi, Schoolmaster moved to go into closed session to deliberate over the evidence and testimony received in open session pursuant to Section 2(c)(4) of the Open Meetings Act (5 ILCS 120/2(c)(4)), seconded by Glew. The motion was passed pursuant to a roll call vote:

AYES: Glew, Schoolmaster, Weisberg, and Wernick  
NAYS: None  
ABSTAIN: None  
ABSENT: Vaughan

After deliberations, the Board returned to open session pursuant to a motion by Schoolmaster, seconded by Glew, and passed pursuant to a roll call vote:

AYES: Glew, Schoolmaster, Weisberg, and Wernick  
NAYS: None  
ABSTAIN: None  
ABSENT: Vaughan

Schoolmaster presented a motion to approve Officer DeFranceschi's application for line-of-duty disability pension benefit, which was seconded by Glew. The motion passed pursuant to a roll call vote:

AYES: Glew, Schoolmaster, Weisberg, and Wernick  
NAYS: None  
ABSTAIN: None  
ABSENT: Vaughan

Schoolmaster moved to direct the Board's hearing officer, Attorney Motylinski, to prepare the Board's Findings and Decision in this matter, to be approved by the Board at a later date, which was seconded by Glew. The motion passed unanimously pursuant to a voice vote.

The Board closed the hearing and returned to the regular meeting agenda.

#### **B. Status of Campbell litigation**

The Board's attorneys submitted the response brief to the First District Appellate Court on October 6, 2017. The Board was provided copies of the brief for review. The Plaintiff's reply brief is due on October 26, 2017. The Board will be kept apprised of the status of the appeal.

#### **C. Status of Worshill litigation**

The Board was subpoenaed for records from the Worshill disability matter in connection with outside litigation Worshill initiated against Church Street LLC. The Board's attorney responded to the subpoena.

#### **D. Review/Approval of Board Rules & Forms**

The Board tabled the review of the Board rules and forms until January 2018.

#### **E. Council Tax Levy Request and Certification of Municipal Compliance report**

The Board reviewed the draft tax levy request letter to the City, in which the Board will request a levy of \$11,083,443, based on Foster & Foster's actuarial valuation, using an investment return assumption of 6.25%.

A motion to request a levy of \$11,083,443 from the City of Evanston and direct Schoolmaster to submit the request letter to the City was made by Schoolmaster, seconded by Glew. It was unanimously passed by a roll call vote:

AYES: Glew, Schoolmaster, Weisberg, and Wernick  
NAYS: None  
ABSTAIN: None  
ABSENT: Vaughan

**F. Regular meeting dates for 2018**

The Board reviewed the dates for the quarterly regular meetings in 2018 at 1400 hours at the Evanston Police Headquarters: January 25, April 26, July 26, and October 25. A motion was made by Schoolmaster, seconded by Glew, to set the regular quarterly meeting dates as set forth. Upon a voice vote, the motion carried.

**G. Six Month Review of Closed Meeting Minutes**

Secretary Wernick is working on preparing a comprehensive list of the Board's closed meeting minutes. At the recommendation of the Board's attorney, Schoolmaster made a motion to keep the closed meeting minutes closed, seconded by Glew. Upon a voice vote, the motion carried.

**XIV. NEW BUSINESS**

None.

**XVI. TRUSTEE TRAINING/EDUCATION**

The Board's attorney provided a review of the proposals from the Illinois Municipal League to consolidate downstate pension funds.

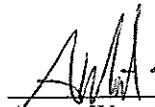
**XVII. CLOSED SESSION**

There was no closed session at this meeting.

**XVIII. ADJOURNMENT**

A motion was made by Schoolmaster to adjourn this meeting. This motion was seconded by Wernick. The motion passed unanimously by voice vote. The meeting was adjourned at 3:57 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Aaron Wernick, Secretary

*Approved by the Board of Trustees at its January 25<sup>th</sup>, 2018, quarterly meeting.*

**MINUTES OF THE QUARTERLY MEETING OF THE  
EVANSTON POLICE PENSION FUND  
25 JANUARY 2018**

**I. CALL TO ORDER**

This quarterly meeting of the Evanston Police Pension Fund of Trustees was called to order at 2:00 p.m. on 25 January 2018. This meeting was held at the Evanston Police Department, 1454 Elmwood Avenue, Evanston, Illinois.

**II. ROLL CALL OF TRUSTEES**

**Trustees Present**

Ryan Glew  
Timothy Schoolmaster  
Mark Weisberg  
Aaron Wernick  
Mark Vaughan

**Trustees Absent**

None

Also present: Carolyn Clifford (Fund Attorney); Dave Wall (Investment Consultant); Ashley King (Interim Fund Treasurer); Andrew Villamin (Accounting COE); Officer Mark Mizell (Member)

**III. PUBLIC COMMENT**

There was no public comment.

**IV. APPROVAL OF MINUTES**

A motion was made to approve the minutes from regular quarterly meeting held on October 26<sup>th</sup>, 2017, by Wernick and seconded by Glew. The motion passed unanimously by a voice vote.

**V. POLICE PENSION PAYROLL**

The monthly pension benefits paid out by the pension fund for the following months were reviewed by the Board and the individual monthly payroll reports are a part of these minutes by reference:

- A. October 2017 - \$953,908.31
- B. November 2017 - \$953,908.31
- C. December 2017 - \$956,949.53
- D. January 2018 - \$977,869.04

A motion to accept the pension payroll figures was made by Schoolmaster, seconded by Glew. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, Weisberg, Wernick, and Vaughan  
NAYS: None  
ABSTAIN: None  
ABSENT: None

## VI. EXPENSES/PAYMENT OF BILLS

Expenses were listed on a Disbursement Warrant and reviewed by the Board. A motion was made to approve the Disbursement Warrant by Schoolmaster and seconded by Glew. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, Weisberg, Wernick, and Vaughan  
NAYS: None  
ABSTAIN: None  
ABSENT: None

## VII. TREASURER'S/INVESTMENT REPORT

### A. Review of Investment Report – Wall and Associates

Dave Wall of Wall and Associates provided the Board with updates on the investments and returns for fourth quarter of 2017 and the calendar/fiscal year of 2017. For the fourth quarter, the return net of fees on the portfolio was 3.98% (compared to the custom benchmark at 4.02%). For the calendar/fiscal year of 2017, the Fund's portfolio return was 14.32% net of fees (compared to the custom benchmark at 14.12%).

Wall also provided to the Board disclosures on minority/female/disabled owned firms, as well as compensation and economic opportunity received by his firm as a consultant, as required by Public Act 100-0542, under Sections 1-113.22 and 1-113.23 of the Illinois Pension Code (40 ILCS 5/1-113.22 and 1-113.23). He will make this disclosure to the Board every year by January 1<sup>st</sup>.

Schoolmaster noted that electronically sent invoices for Wall and Associates has been set up, and the Fund has requested electronic investment reports be provided ahead of each meeting.

Motion to move mortgage principal payment to Garcia Hamilton made by Schoolmaster and seconded by Vaughan. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, Weisberg, Wernick, and Vaughan  
NAYS: None  
ABSTAIN: None  
ABSENT: None

### B. Treasurer's Report

The Board was provided the treasurer's report by Marty Lyons. The Treasurer's operating cash flow projections were reviewed with the Board by Andrew Villiman.

**C. Approval of annual pension increases**

The Board reviewed the schedule for annual increases to retirement benefits of its members. The cost of living increase by state law is 3% annually, and some retirees will receive retro payments to benefits as the result of the settlement of the collective bargaining agreement (added 2.75% retro figures to Officer Devine, Officer Panek, & Officer Schmidt).

Motion to move the annual increases and retro payments made by Schoolmaster and seconded by Vaughan. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, Weisberg, Wernick, and Vaughan  
NAYS: None  
ABSTAIN: None  
ABSENT: None

**D. DOI Annual Statement, Actuarial Valuation, & Audit Process**

The City finance department will be preparing the DOI Annual Statement which must be filed by June 30, 2018. The City’s audit must also be filed with the DOI by June 30<sup>th</sup> or the Fund’s statement will be considered incomplete. Schoolmaster will be working with the actuary at Foster & Foster to start that process, as well.

**E. Discussion of Fund bill payments – City bills list and statutory reporting requirements**

A motion to accept the Treasurer’s/Investment report was made by Schoolmaster, seconded by Glew. It was unanimously passed by a voice vote.

**VIII. COMMUNICATIONS AND SPECIAL REPORTS/PRESENTATIONS**

None.

**IX. NEW OFFICER APPOINTMENTS**

Officer Abah Antonio was hired and application to the Fund made on January 5, 2018. Officer Antonio is a Tier 2 member. Motion to approve Officer Antonio’s application for membership in the Fund made by Schoolmaster and seconded by Vaughan. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, Weisberg, Wernick, and Vaughan  
NAYS: None  
ABSTAIN: None  
ABSENT: None

**X. RETIREMENTS**

Officer George Gonzalez retired on 01/12/2018 with 20 years of service, 50% of \$99,867.36, with 5.5% longevity; \$49,933.68 and \$4,161.14 monthly.

Motion to approve Officer George Gonzalez's retirement benefits by Schoolmaster and seconded by Glew. The motion passed unanimously by roll call vote:

AYES: Glew, Schoolmaster, Weisberg, Wernick, and Vaughan  
NAYS: None  
ABSTAIN: None  
ABSENT: None

## **XI. DEATHS**

Surviving spouse Nancy Walls, widow of Officer Jack Walls (retired), died on 12/10/2017. The account was closed on 12/10/2017. \$2,092.86 monthly and \$675.12 sent prorated to the estate.

## **XII. RESIGNATIONS**

Former police officer Daniel Kooi has been terminated from the Evanston Police Department. His hire date was 09/05/2001; his date of termination was 09/22/2017. Contribution payout was on 11/08/2017 for \$133,599.41.

Former police officer Carlos Vera resigned from the Evanston Police Department on 01/14/2018. The Board is still awaiting contribution figures from Kathy Brown in the City's Finance Department.

A motion to approve the application for refunds for Kooi and Vera, pending confirmation of final amount of contributions, was made by Schoolmaster, seconded by Glew. The motion passed unanimously by a roll call vote:

AYES: Glew, Schoolmaster, Weisberg, Wernick, and Vaughan  
NAYS: None  
ABSTAIN: None  
ABSENT: None

Schoolmaster noted for the record that Officer Matt Kerley was moved to Tier 1 from Tier 2 based on start date of August 31, 2011, at Melrose Park Police Department. Officer Kerley served 4 years, 2 months, and 6 days with Melrose Park Police Department and was refunded \$16,614.31.

## **XIII. PREVIOUS AGENDA ITEMS/OLD BUSINESS**

### **A. Review of City's tax levy ordinance to confirm pension levy amount and Certification of Municipal Compliance report**

The Board reviewed the City's tax levy ordinance from December 2017 and confirmed that the City levied \$10,462,704.00 for the Fund. This was less than the amount requested by the Fund, which was \$11,083,443. The Fund requested a contribution amount based on a lower investment return than the separate contribution calculated by the actuary on a higher investment return assumption, which the City relied upon in making its levy.



**B. Status of Campbell appeal**

The Board's attorney, Carolyn Clifford, reported that the case is still pending before the First District Appellate Court. As soon as a decision is rendered or if oral argument is granted, she will notify the Board.

**C. Review and approval of DeFranceschi disability Findings and Decision**

The Board reviewed the draft Findings and Decision prepared by the Board's attorney for the DeFranceschi disability matter. Motion to accept Finding and Decision on DeFrancheschi duty disability pension made by Wernick, seconded by Glew. The motion passed unanimously by roll call vote:

AYES:	Glew, Schoolmaster, Weisberg, and Wernick
NAYS:	None
ABSTAIN:	Vaughan
ABSENT:	None

**D. Review/Approval of Board Rules & Forms**

The Board tabled this matter to a future meeting.

**XIV. NEW BUSINESS**

**A. Preparation for Spring trustee elections and appointments**

The Board will be conducting the trustee elections on the third Monday in April (April 16<sup>th</sup>) for the retired trustee position currently held by Schoolmaster and the active member position held by Glew. Information regarding nominations will be sent out to the membership.

**B. Review of 2018 timeline**

The Board's attorney reviewed the annual timeline with the Board for 2018. She pointed out changes in filing requirements with the Illinois Department of Insurance and the new consultant disclosures which are now on the timeline.

**C. List of filers to Cook County – Statements of Economic Interest**

Schoolmaster has submitted the names and email addresses of the trustees to Cook County as required filers for the Statements of Economic Interest. The Board was reminded that the statements are due by May 1<sup>st</sup> to Cook County.

**D. Annual Servicer's Certifications from Illinois finance entities**

The Board confirmed that it has no assets in Illinois finance entities, and thus it has no certificates it needs to collect from Illinois finance entities nor file with the Illinois Department of Insurance.

## **XVI. TRUSTEE TRAINING/EDUCATION**

### **A. Status of trustee training and upcoming training opportunities**

The Board was apprised of upcoming training opportunities to fulfill hours for the annual training requirements.

### **B. Updates on State and National pension issues from Board's attorney**

The Board's attorney provided information on keeping the Fund healthy in the New Year with a review of fiduciary requirements, as well as a summary of pension fund actuarial data and investment return from about 40 firefighter and police pension funds in Illinois.


## **XVII. CLOSED SESSION**

There was no closed session at this meeting.

## **XVIII. ADJOURNMENT**

A motion was made by Schoolmaster to adjourn this meeting. This motion was seconded by Glew. The motion passed unanimously by voice vote. The meeting was adjourned at 3:26 p.m.

Respectfully submitted,

  
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Aaron Wernick, Secretary

*Approved by the Board of Trustees at its April 26<sup>th</sup>, 2018, quarterly meeting.*