

BARTLETT POLICE PENSION FUND

MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES NOVEMBER 16, 2023

A regular meeting of the Bartlett Police Pension Fund Board of Trustees was held on Thursday, November 16, 2023 at 2:00 p.m. in the Bartlett Village Hall Training Room located at 228 S. Main Street, Bartlett, Illinois 60103, pursuant to notice.

CALL TO ORDER: Trustee Palmer called the meeting to order at 2:00 p.m.

ROLL CALL:

PRESENT: Trustees Dan Palmer, Marty Kashnowski, John Sias, Robert Sweeney and Thomas Salazar

ABSENT: None

ALSO PRESENT: Attorney Rick Reimer, Reimer Dobrovolny & LaBardi PC; Finance Director Todd Dowden and Benefits Coordinator Tracy Hrubec, Village of Bartlett; Delia Dadirlat, Lauterbach & Amen, LLP

MINUTES OF THE AUGUST 15, 2023 MEETING: The Board reviewed the August 15, 2023 regular meeting minutes. A motion was made by Trustee Sweeney and seconded by Trustee Sias to approve the August 15, 2023 regular meeting minutes as written. Motion carried unanimously by voice vote with Trustee Kashnowski abstaining.

PUBLIC COMMENT: There was no public comment.

INVESTMENT PERFORMANCE REPORTS: *Third Quarter IPOPIF Statements:* Finance Director Dowden reviewed the IPOPIF Monthly Investment Summary. The Board acknowledged the receipt of the IPOPIF Monthly Investment Summary.

TREASURER'S REPORT – [THIRD QUARTER 2023]: *Bills List:* The Board reviewed the Village of Bartlett Police Pension Fund Bill List for the period July 1, 2023 through September 30, 2023 for total disbursements of \$892,881.03 presented by Finance Director Dowden. A motion was made by Trustee Palmer and seconded by Trustee Sweeney to approve the disbursements shown on the Village of Bartlett Police Pension Fund Bill List in the amount of \$892,881.03. Motion carried by roll call vote.

AYES: Trustees Palmer, Sweeney, Salazar, Sias and Kashnowski

NAYS: None

ABSENT: None

Budget Status Report: Finance Director Dowden presented the Bartlett Police Pension Fund Year to Date Budget Report through September 2023 and reviewed it with the Board. All questions were answered by Mr. Dowden.

COMMUNICATIONS OR REPORTS: *Approval of Pension Increases for 2024:* The Board reviewed the 2024 Cost of Living Adjustments calculated by the Village of Bartlett. A motion was made by Trustee Palmer and seconded by Trustee Sweeney to approve the 2024 Cost of Living Adjustments as required by statute and calculated by the Village of Bartlett. Motion carried by roll call vote.

AYES: Trustees Palmer, Sweeney, Salazar, Sias and Kashnowski

NAYS: None

ABSENT: None

NEW EMPLOYEE APPLICANTS, WITHDRAWALS, RETIREMENT OR DISABILITY: *Joseph Drazba, Ashlee Gniech, Angelique Herrera, Caitlin Hinds, Kayla Zoot – Applications for Membership:* The Board reviewed the Applications for Membership submitted by Joseph Drazba, Ashlee Gniech, Angelique Herrera, Caitlin Hinds and Kayla Zoot. A motion was made by Trustee Palmer and seconded by Trustee Sias to accept Joseph Drazba, Ashlee Gniech, Angelique Herrera, Caitlin Hinds and Kayla Zoot into the Bartlett Police Pension Fund effective August 11, 2023, as a Tier II participants. Motion carried unanimously by voice vote.

Kayla Moore – Application for Refund: The Board reviewed the contribution refund request submitted by Kayla Moore. A motion was made by Trustee Palmer and seconded by Trustee Sias to approve Kayla Moore's contribution refund in the amount of \$36,965.85 paid in a direct rollover issued on October 25, 2023. Motion carried by roll call vote.

AYES: Trustees Palmer, Sweeney, Salazar, Sias and Kashnowski
NAYS: None
ABSENT: None

OLD BUSINESS: *Update for Filing of DOI Annual Report:* The Board noted that the IDOI Annual Statement has been filed with the Illinois Department of Insurance prior to the October 31, 2023 deadline. No further action is necessary.

COMMUNICATIONS OR REPORTS (CONTINUED): *Election of Board Officers:* The Board discussed designating Trustee Sias as the Vice President. A motion was made by Trustee Palmer and seconded by Trustee Sweeney to designate the Vice President as stated. Motion carried unanimously by voice vote with Trustee Sias abstaining.

OLD BUSINESS (CONTINUED): *Update on Filing Independent Audit Report with DOI:* The Board noted that the Independent Audit Report was filed with the IDOI. No further action is necessary at this time.

Chris Sheahan Disability Physical Update: The Board discussed sending Chris Sheahan, Gzim Selmani and Jennifer Brown for their annual independent medical examination (IME). A motion was made by Trustee Palmer and seconded by Trustee Sweeney to authorize the Board Attorney to send Chris Sheahan, Gzim Selmani and Jennifer Brown for their annual IME. Further discussion will be held at the next regular meeting.

NEW BUSINESS: *Review of Auditor's Annual Financial Report FY23:* Finance Director Todd Dowden reviewed the Annual Financial Report for the fiscal year ended April 30, 2023. No further action is necessary.

Meeting Schedule for 2024: The Board discussed establishing the 2024 Board meeting dates as February 8, 2024; May 16, 2024; August 8, 2024; and November 21, 2024 at 2:00 p.m. in the Bartlett Village Hall Training Room located at 228 S. Main Street, Bartlett, Illinois 60103. A motion was made by Trustee Palmer and seconded by Trustee Sias to establish the 2023 Board meeting dates as stated. Motion carried unanimously by voice vote.

Adoption of Municipal Compliance Report: The Board reviewed the Municipal Compliance Report prepared by L&A. A motion was made by Trustee Sias and seconded by Trustee Poremba to adopt the MCR as prepared and to authorize signatures by the Board President and Secretary. Motion carried by roll call vote.

ATTORNEY’S REPORT – REIMER DOBROVOLNY & LABARDI: *Eric Schultz Disability Update:* Attorney Reimer noted that he is in the process of obtaining all documents for Eric Schultz. Further discussion will be held at the next regular meeting.

The Board reviewed the *Legal and Legislative Update* quarterly newsletter. Attorney Reimer discussed recent court cases and decisions, as well as general pension matters with the Board.

ADJOURNMENT: A motion was made by Trustee Sweeney and seconded by Trustee Sias to adjourn the meeting at 2:55 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for February 8, 2024 at 2:00 p.m.



Board President or Secretary

Minutes approved by the Board of Trustees on February 8, 2024

Minutes prepared by Delia Dadirlat, Pension Services Administrator, Lauterbach & Amen, LLP