

**I. CALL TO ORDER:**

The meeting was called to order at 0908 am by West Dundee Fire Fighters Pension Board President Randy Shultz.

**II. ATTENDEES PRESENT:**

1. Randy Schultz
2. Mark Guth
3. Jack Festen
4. Dave Danielson
5. John Mitchell (Mitchell, Vaught & Taylor)
6. Eric Laughlin (Morgan Stanley Smith Barney)
7. Attorney Cary Collins (0921)

**III. AUDIENCE PRESENT:**

- No Audience Present.

**IV. REPORT OF INVESTMENT:**

**Morgan Stanley Smith Barney: Eric Laughlin**

- A. Mr. Eric Laughlin provided the Fire Fighters Pension Board with a capital market overview. Mr. Laughlin also provided the Board with an investment and performance summary report of the West Dundee Fire Pension Fund portfolio for the Third Quarter 2018 with regard to the overall performance of the Pensions fund, allocations, stocks, bonds and current status of the market.
- B. Mr. Eric Laughlin suggested moving \$100,000.00 (about 3%) from American Growth Fund of America to American Europacific Growth Fund
  - a. Pension Board President Randy Shultz will call Eric with the decision once it's been discussed with board members.

**Mitchell, Vaught & Taylor: John Mitchell**

- A. Mr. John Mitchell provided the Fire Fighters Pension Board with a summary of the West Dundee Fire Fighters Pension Fund's overall performance, allocation and perspective of the current market for the Third Quarter of 2018.

## V. APPROVAL OF MINUTES:

**MOTION:** Pension Board Member Mark Guth made a motion to accept the August 1, 2018 Minutes with a change from "Dave provided an Actuarial Valuation Report from the Illinois Department of Insurance." To "Dave provided an Actuarial Valuation Report from Tim Sharpe". The motion was seconded by Pension Board Member Randy Schultz. The Motion was carried by unanimous voice vote.

## VI. CORRESPONDENCE:

- A. No correspondence at the November 7, 2018 Meeting.

## VII. TREASURER REPORT:

- A. Fire Pension Board President Randy Schultz was provided the Treasurers report from Treasurer Danielson. Pension Board Member Randy Schultz presented the Treasurers report from July, August & September 2018.

**MOTION:** Pension Board Member Jack Festen made a motion to accept the Treasurers Reports from July, August & September 2018. The motion was seconded by Pension Board Member Mark Guth. The Motion was carried by unanimous voice vote.

**MOTION:** Fire Pension Board President Randy Schultz made a motion to ratify disbursements for July, August & September 2018. The motion was seconded by Pension Board Member Jack Festen. The Motion was carried by unanimous voice vote.

## VIII. INVESTMENT ACTIONS

- A. Rebalancing Review: The Fire Pension Board reviewed the investment allocation as of 9/1/2018. At this time, Equities are at 53% and Fixed Income is at 47%. There is no need to rebalance the investments as they were in compliance at the time of investment.
- B. The board discussed the suggested transfer of \$100,000 by Eric Laughlin from American Growth Fund of America to American Europacific Growth Fund.

**MOTION:** Pension Board Treasurer Dave Danielson made a motion to transfer \$100,000 of funds from American Growth Fund of America to American Europacific. The motion was seconded by Pension Board Member Mark Guth. The Motion was carried by unanimous voice vote.

## IX. UNFINISHED BUSINESS

- A. Trustee Education:
  - a. Dave will be attending Ethics training on 12/17/18.
  - b. Training is calendar year. Fire Pension Board President Randy Schultz confirmed that the board is compliant for the calendar year.
  - c. Fire Pension Board Treasurer Dave Danielson asked everyone to make sure all compliance certificates are given to Fire Pension Board Member Mark Guth to prove they have been completed.
- B. Investment Advisor Review:
  - a. The initial idea would be to choose a day in January, and ask for presentations.
  - b. Police pension trustees are welcome to come to hear the presentations as well.

## X. NEW BUSINESS

- A. Village Actuary Discussion
  - a. Fire Pension Board Treasurer Dave Danielson stated that the Village will be developing an RFP, if the problems with Tim Shape are not resolved.

**MOTION:** Pension Board Member Mark Guth made a motion to accept the actuarial report. The motion was seconded by Pension Board Member Jack Festen. The Motion was carried by unanimous voice vote.

- B. 2019 Budget
  - a. Fire Pension Board President Randy Schultz asked Fire Pension Board Treasurer Dave Danielson for a report for the next meeting.
- C. Wilcox Annual Physical
  - a. Attorney Cary Collins will set up the whole thing
- D. Fire Pension Board Member Mark Guth will send a letter to Mary Hopp to confirm that the pension payments should continue.
- E. 2019 meeting Dates
  - a. February 6, 2019
  - b. May 1, 2019
  - c. August 7, 2019
  - d. November 6, 2019

## XI. ATTORNEY REPORT:

Nothing to report at this time.

**XII. OTHER BUSINESS:**

- A. The next West Dundee Fire Fighters Pension Board meeting will be held on Wednesday February 6, 2019

**XIII. ADJOURNMENT:**

The meeting was adjourned at 10:39 am.

Courtney Berg-Meyer  
Recording Secretary

Mark Guth  
Board Secretary

# West Dundee Firefighter Pension Fund

## Treasurer's Report July - September 2018

### INCOME

### EXPENSE

#### Contributions

July Pay #1	\$2,676.86
July Pay #2	\$2,676.86
August Pay #1	\$2,676.86
August Pay #2	\$2,676.86
August Pay #3	\$2,676.86
September Pay #1	\$2,676.86
September Pay #2	\$2,676.86
<b>Total Contributions</b>	<b>\$18,738.02</b>

#### Interest Income First American Bank

<i>Operating Account</i>	
July	\$7.70
August	\$8.12
September	\$33.09
<b>Total Interest Income FAB</b>	<b>\$48.91</b>

#### Misc Deposits

PPT Distribution #3	\$23,913.80
PPT Distribution #4	\$5,392.54
PPT Distribution #5	\$105,227.10
<b>Total Misc. Deposits</b>	<b>\$134,533.44</b>

#### Buy Back

None

**Total Income** **\$153,320.37**

#### Reimbursement-Surviving Spouse/Retiree

Wire # 20182050075	July Reimbursement	\$35,422.28
Wire # 20182400081	August Reimbursement	\$35,422.28
Wire # 20182690026	September Reimbursement	\$35,422.28
<b>Total Reimbursable Expense</b>		<b>\$106,266.84</b>

#### Approved Disbursements

Ck #5069	Collins and Radja - 3rd Qtr 2018 Fees	\$550.00
Ck #5070	IPPAC Annual Membership Fee	\$500.00
Ck #5071	MVT 3rd Quarter 2018 Fees	\$1,979.00
Svc Fee	July Account Analysis Fee	\$5.00
Svc Fee	August Account Analysis Fee	\$5.00
Svc Fee	September Account Analysis Fee	\$5.00
<b>Total Expense</b>		<b>\$3,044.00</b>

#### Bank Transfers

None

**Total Disbursements** **\$109,310.84**

#### FAB Account Balance as of 09/30/2018

A/C # 6081765802 (Operating)	\$228,426.66
<b>Total Cash</b>	<b>\$228,426.66</b>

#### Account & Investor Balances as of 09/30/2018

MVT - Investments		\$3,150,813.15
Morgan Stanley-Managed	Acct #128370	\$721,393.47
Morgan Stanley-Mutual Funds	Acct #128352	\$3,208,945.53
<b>Total Invested</b>		<b>\$7,081,152.15</b>

**Total as of 06/30/2018** **\$7,143,574.56**

**Total as of 09/30/2018** **\$7,309,578.81**

**Difference** **\$166,004.25**

