

**MINUTES OF A REGULAR MEETING OF
THE ST. CHARLES FIREFIGHTERS' PENSION FUND BOARD OF TRUSTEES
DECEMBER 7, 2022**

A regular meeting of the St. Charles Firefighters' Pension Fund Board of Trustees was held on Wednesday, December 7, 2022 at 8:30 a.m. in the City Hall, Den A located at 2 East Main Street, St. Charles, IL 60174, pursuant to notice.

CALL TO ORDER: Trustee Wilton called the meeting to order at 8:31 a.m.

ROLL CALL:

PRESENT: Trustees Brad Wilton, Andrew Kidd, Bill Hannah, Leo Veseling and Scott Swanson

ABSENT: None

ALSO PRESENT: Keri Spencer, Lauterbach & Amen, LLP (L&A); Greg Kiesewetter, Cook Castle Associates, LLC

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *September 7, 2022 Regular Meeting:* The Board reviewed the September 7, 2022 regular meeting minutes. A motion was made by Trustee Kidd and seconded by Trustee Wilton to approve the September 7, 2022 regular meeting minutes as written. Motion carried unanimously by voice vote.

CITY TREASURER'S REPORT – Monthly Financial Report: The Board reviewed the Quarterly Expenditures List for the period ending November 30, 2022, prepared by the City of St. Charles. As of November 30, 2022, expenditures totaled \$102,369.25. A motion was made by Trustee Kidd and seconded by Trustee Wilton to accept the Expenditures List as presented. Motion carried by roll call vote.

AYES: Trustees Wilton, Kidd, Hannah, Veseling and Swanson

NAYS: None

ABSENT: None

Discussion/Possible Action – Cash Management Policy: The Board discussed the cash management policy and noted there were no changes necessary. Further discussion will be held at the next regular meeting.

INVESTMENT REPORT: *FPIF –Marquette Associates:* The Board reviewed the FPIF Monthly Summary prepared by Marquette Associates for the period ending October 31, 2022. As of October 31, 2022, the one-month total net return is 3.4% and the year-to-date total net return is (18.2%) for an ending market value of \$6,952,824,020. The current asset allocation is as follows: Total Equity at 63.6%, Fixed Income at 30.0%, Real Estate at 5.2% and Cash 1.2%.

FPIF – Monthly Statements of Results: The Board reviewed the FPIF Statement of Results for the period ending October 31, 2022. The beginning value was \$42,224,762.11 and the ending value was \$43,651,970.69. The net return was 3.38%. The Fund's ownership in FPIF is 0.63%.

COMMUNICATIONS AND REPORTS: *Active Member File Maintenance:* The Board noted that L&A prepared Active Member File Maintenance letters for distribution to all active members requesting any additional pension file documents.

Affidavits of Continued Eligibility: The Board discussed L&A preparing the Affidavits of Continued Eligibility to all pensioners with the December 2022 payroll cycle, updates will be provided as they become available.

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 registration fees or reimbursable expenses presented for approval.

NEW BUSINESS: *Reciprocity Update – Derek Mortensen:* The Board noted that an application has been received from Derek Mortensen to combine service under reciprocity. Further discussion will be held at the next regular meeting.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: *Application for Membership – Derek Mortensen:* The Board reviewed the Application for Membership submitted by Derek Mortensen. A motion was made by Trustee Wilton and seconded by Trustee Kidd to accept Derek Mortensen into the St. Charles Firefighters' Pension Fund effective November 7, 2022, as a Tier II participant. Motion carried by roll call vote.

AYES: Trustees Wilton, Kidd, Hannah, Veseling and Swanson
NAYS: None
ABSENT: None

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

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS (CONTINUED): *Discussion/Possible Action – Fiduciary Liability Insurance Renewal:* The Board reviewed the Fiduciary Liability Insurance renewal provided by Hudson Insurance Company through Cook Castle Associates, LLC. A motion was made by Trustee Hannah and seconded by Trustee Swanson to approve payment of the fiduciary liability insurance renewal effective January 1, 2023 through January 1, 2024 in the amount of \$7,893. Motion carried by roll call vote.

AYES: Trustees Wilton, Kidd, Hannah, Veseling and Swanson
NAYS: None
ABSENT: None

The Board also discussed cyber insurance policy options. Further discussion will be held at the next regular meeting.

Approve Annual Cost of Living Adjustment for Pensioners: The Board reviewed the 2023 Cost of Living Adjustments calculated by the City of St. Charles. A motion was made by Trustee Veseling and seconded by Trustee Kidd to approve the 2023 Cost of Living Adjustments as required by statute and calculated by the City of St. Charles. Motion carried by roll call vote.

AYES: Trustees Wilton, Kidd, Hannah, Veseling and Swanson
NAYS: None
ABSENT: None

Establish 2023 Board Meeting Dates: The Board discussed establishing the 2023 Board meeting dates as March 1, 2023; June 7, 2023; September 6, 2023; and December 6, 2023 at 8:30 a.m. in the St. Charles City Hall, Den A, located at 2 East Main Street, St. Charles, IL 60174. A motion was made by Trustee Wilton and seconded by Trustee Kidd to establish the 2023 Board meeting dates as stated. Motion carried by roll call vote.

AYES: Trustees Wilton, Kidd, Hannah, Veseling and Swanson
NAYS: None
ABSENT: None

FOIA Officer and OMA Designee: The Board discussed the FOIA Officer and OMA Designee Officer and the OMA Designee. Further discussion will be held at the next regular meeting.

Discussion/Possible Action to be Taken on All IPOPIF Requests Pertaining to Consolidation: The Board noted that there was no discussion or action to be taken as it relates to consolidation.

The Board reviewed the annual audit and financial report for the St. Charles Firefighters' Pension Fund prepared by Sikich. 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 Hannah and seconded by Trustee Wilton to adjourn the meeting at 9:17 a.m. Motion carried unanimously by voice vote.

The next regular meeting will be held March 1, 2023 at 8:30 a.m.

Board President or Secretary

Minutes approved by the Board of Trustees on _____

Minutes prepared by Keri Spencer, Pension Services Administrator, Lauterbach & Amen, LLP

**St. Charles Fire Pension Fund
Statement of Net Position**

	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23
Assets									
Cash & Short-Term Investments									
BMO Harris	615,069.79	1,656,120.62	1,509,963.18	1,354,669.46	1,914,774.84	2,089,561.96	1,908,220.41	1,743,122.71	1,532,708.01
Illinois Funds	2,800.51	2,803.09	2,806.92	2,812.12	2,817.95	2,825.26	2,825.26	2,843.06	2,853.25
Investments, at Fair Value									
Illinois Pension Investment Fund	47,752,344.63	44,804,110.81	47,124,985.18	45,691,186.82	42,224,762.11	43,651,970.69	46,356,612.30	45,121,133.37	47,705,560.16
Receivables									
Accounts Receivable	-	-	-	-	-	-	-	-	10,905.99
Total Assets	48,370,214.93	46,463,034.52	48,637,755.28	47,048,668.40	44,142,354.90	45,744,357.91	48,267,657.97	46,867,099.14	49,252,027.41
Liabilities									
Accounts Payable	-	-	-	-	-	-	-	-	-
Total Liabilities	-	-	-	-	-	-	-	-	-
Net Position Restricted For Pension Benefits	48,370,214.93	46,463,034.52	48,637,755.28	47,048,668.40	44,142,354.90	45,744,357.91	48,267,657.97	46,867,099.14	49,252,027.41

St. Charles Fire Pension Fund
Statement of Change in Net Position

	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Year-To-Date 2022/2023
Additions										
Contributions										
Employer	146,932.64	1,211,009.21	23,999.21	34,024.04	763,910.31	372,223.84	13,319.99	15,876.26	-	2,581,295.50
Employee	40,964.98	42,570.01	63,982.50	39,561.95	40,973.90	38,606.88	41,800.20	66,028.08	41,867.93	416,356.43
Other	-	-	-	50.00	-	-	-	-	-	50.00
Total Contributions	187,897.62	1,253,579.22	87,981.71	73,635.99	804,884.21	410,830.72	55,120.19	81,904.34	41,867.93	2,997,701.93
Investment Income										
Net Appreciation (Depreciation) in the Fair Value of Investments	121,905.10	(2,982,204.38)	2,292,694.90	(1,465,252.56)	(3,496,108.22)	1,406,479.17	2,665,322.36	(1,266,434.47)	2,561,018.31	(162,579.79)
Interest, Dividends & Capital Gains	36,893.44	34,348.51	29,883.17	39,174.90	36,720.05	25,470.18	42,151.25	39,308.23	26,584.51	310,534.24
Total Investment Income	158,798.54	(2,947,855.87)	2,322,578.07	(1,426,077.66)	(3,459,388.17)	1,431,949.35	2,707,473.61	(1,227,126.24)	2,587,602.82	147,954.45
Less Investment Expense	(306.15)	(26.61)	(730.49)	(6,592.14)	(5,638.28)	(3,101.26)	(828.61)	(6,843.13)	(1,690.54)	(25,757.21)
Net Investment Income	158,492.39	(2,947,882.48)	2,321,847.58	(1,432,669.80)	(3,465,026.45)	1,428,848.09	2,706,645.00	(1,233,969.37)	2,585,912.28	122,197.24
Total Additions	346,390.01	(1,694,303.26)	2,409,829.29	(1,359,033.81)	(2,660,142.24)	1,839,678.81	2,761,765.19	(1,152,065.03)	2,627,780.21	3,119,899.17
Deductions										
Pension Benefits & Refunds	212,877.15	212,877.15	235,108.53	229,703.07	244,851.26	237,675.80	238,465.13	237,675.80	242,851.94	2,092,085.83
Administrative Expenses	-	-	-	350.00	1,320.00	-	-	10,818.00	-	12,488.00
Total Deductions	212,877.15	212,877.15	235,108.53	230,053.07	246,171.26	237,675.80	238,465.13	248,493.80	242,851.94	2,104,573.83
Net Increase (Decrease)	133,512.86	(1,907,180.41)	2,174,720.76	(1,589,086.88)	(2,906,313.50)	1,602,003.01	2,523,300.06	(1,400,558.83)	2,384,928.27	1,015,325.34
Beginning Net Position	48,236,702.07	48,370,214.93	46,463,034.52	48,637,755.28	47,048,668.40	44,142,354.90	45,744,357.91	48,267,657.97	46,867,099.14	48,236,702.07
Ending Net Position	48,370,214.93	46,463,034.52	48,637,755.28	47,048,668.40	44,142,354.90	45,744,357.91	48,267,657.97	46,867,099.14	49,252,027.41	49,252,027.41