

BOARD OF TRUSTEES OF THE FIREFIGHTERS' PENSION FUND

901 W DEVON AVENUE • PARK RIDGE, ILLINOIS 60068 • 847.318.5283

8 November 2011

Park Ridge Fire Station 36
1000 N. Greenwood Ave.
Park Ridge, IL 60068
10:02 HRS

CALL TO ORDER

President Skinner called the Quarterly meeting of the Board of Trustees of the Park Ridge Firefighters' Pension Fund to order at the above place and time.

ROLL CALL

Secretary Bruchsaler took the roll. Board members present were President Skinner, Secretary Bruchsaler, Trustee Brauweiler, Trustee Holthouse and Trustee Egan.

Also present was:

City Finance Director Allison Stutts, Fund's treasurer
Nathan Gaskill, Fund Accountant
Carolyn Clifford, Fund Attorney
Ronald Tomanek, Board Financial Advisor

Fund Members present – Tony Zermeno, Wedge Lazenby, John Boeringa, Nick Falco, and Kevin Plach.

PUBLIC COMMENT

President Skinner asked if anyone wished to address the Board at this time. There was no response.

APPROVAL OF THE MINUTES

President Skinner asked the Board members if they had read the minutes of the previous meeting, August 09 and August 18, 2011 and found them satisfactory.

PRESIDENT SKINNER MOVED AND TRUSTEE BRAUWEILER SECONDED TO ACCEPT THE MINUTES FROM THE MEETINGS ON AUGUST 09, 2011 AND AUGUST 18, 2011.

UPON A VOICE VOTE, THE VOTE WAS UNANIMOUS. THE MOTION CARRIED.

PRESIDENT SKINNER MOVED AND TRUSTEE HOLTHOUSE SECONDED TO CONTINUE KEEPING THE EXECUTIVE MEETING MINUTES CLOSED. SIX MONTH REVIEW.

UPON A VOICE VOTE, THE VOTE WAS UNANIMOUS. THE MOTION CARRIED.

TREASURER'S REPORT

Nathen Gaskill – Board Accountant

PRESIDENT SKINNER MOVED AND TRUSTEE EGAN SECONDED TO ACCEPT THE LAUTERBACH & AMEN, LLP JULY 2011 MONTHLY REPORT AND PAY PAYROLL AND VENDOR BILLS IN THE AMOUNT OF \$223,053.03 PER THE ACCOUNTING JOURNAL.

PRESIDENT SKINNER- YES, SECRETARY BRUCHSALER- YES, TRUSTEE BRAUWEILER- YES, TRUSTEE HOLTHOUSE- YES AND TRUSTEE EGAN- YES. THE MOTION CARRIED.

TRUSTEE BRAUWEILER MOVED AND PRESIDENT SKINNER SECONDED TO ACCEPT THE LAUTERBACH & AMEN, LLP AUGUST 2011 MONTHLY REPORT AND PAY PAYROLL AND VENDOR BILLS IN THE AMOUNT OF \$211,666.79 PER THE ACCOUNTING JOURNAL.

PRESIDENT SKINNER- YES, SECRETARY BRUCHSALER- YES, TRUSTEE BRAUWEILER- YES, TRUSTEE HOLTHOUSE- YES AND TRUSTEE EGAN- YES. THE MOTION CARRIED.

PRESIDENT SKINNER MOVED AND TRUSTEE BRAUWEILER SECONDED TO ACCEPT THE LAUTERBACH & AMEN, LLP SEPTEMBER 2011 MONTHLY REPORT AND PAY PAYROLL AND VENDOR BILLS IN THE AMOUNT OF \$222,691.69 PER THE ACCOUNTING JOURNAL.

PRESIDENT SKINNER- YES, SECRETARY BRUCHSALER- YES, TRUSTEE BRAUWEILER- YES, TRUSTEE HOLTHOUSE- YES AND TRUSTEE EGAN- YES. THE MOTION CARRIED.

SECRETARY BRUCHSALER MOVED AND PRESIDENT SKINNER SECONDED TO APPROVE THE QUATERLY REPORT FROM LAUTERBACH & AMEN, LLP BOARD ACCOUNTANT.

PRESIDENT SKINNER- YES, SECRETARY BRUCHSALER- YES, TRUSTEE BRAUWEILER- YES, TRUSTEE HOLTHOUSE- YES AND TRUSTEE EGAN- YES. THE MOTION CARRIED.

Ron Tomanek – Board Financial Advisor

PRESIDENT SKINNER MOVED AND TRUSTEE BRAUWEILER SECONDED TO ACCEPT THE MORGAN STANLEY SMITH BARNEY QUARTERLY REPORT FROM RON TOMANEK.

PRESIDENT SKINNER- YES, SECRETARY BRUCHSALER- YES, TRUSTEE BRAUWEILER- YES, TRUSTEE HOLTHOUSE- YES AND TRUSTEE EGAN- YES. THE MOTION CARRIED.

COMMUNICATIONS OR REPORTS

Carolyn Clifford – Board Attorney

The Board was updated on the progress of the Carrillo disability case.

Updated Board Rules and Forms were presented for the Board's approval. The Attorney presented all the changes.

PRESIDENT SKINNER MOVED AND TRUSTEE BRAUWEILER SECONDED TO APPROVE THE BOARD RULES AND FORMS

PRESIDENT SKINNER- YES, SECRETARY BRUCHSALER- YES, TRUSTEE BRAUWEILER- YES, TRUSTEE HOLTHOUSE- YES AND TRUSTEE EGAN- YES. THE MOTION CARRIED.

OLD BUSINESS

The Department of Insurance Annual Statement was presented to the Board for approval.

PRESIDENT SKINNER MOVED AND TRUSTEE HOLTHOUSE SECONDED TO ACCEPT AND APPROVE THE FISCAL YEAR ENDING APRIL 30, 2011 ANNUAL DOI STATEMENT/REPORT.

PRESIDENT SKINNER- YES, SECRETARY BRUCHSALER- YES, TRUSTEE BRAUWEILER- YES, TRUSTEE HOLTHOUSE- YES AND TRUSTEE EGAN- YES. THE MOTION CARRIED.

The Municipal Compliance Report was presented to the Board for its review and approval.

PRESIDENT SKINNER MOVED AND TRUSTEE EGAN SECONDED TO APPROVE THE FISCAL YEAR ENDING APRIL 30, 2011 MUNICIPAL COMPLIANCE REPORT.

PRESIDENT SKINNER- YES, SECRETARY BRUCHSALER- YES, TRUSTEE BRAUWEILER- YES, TRUSTEE HOLTHOUSE- YES AND TRUSTEE EGAN- YES. THE MOTION CARRIED.

NEW BUSINESS

No new members' applications were received in the past quarter.

No regular retirement applications were received in the past quarter.

No action or vote is required on any disability applications.

Annual pensioner raises were presented to the board for approval.

PRESIDENT SKINNER MOVED AND TRUSTEE HOLTHOUSE SECONDED TO APPROVE THE 2012 ANNUAL 3% PAY INCREASE FOR ELIGIBLE PENSIONERS.

PRESIDENT SKINNER- YES, SECRETARY BRUCHSALER- YES, TRUSTEE BRAUWEILER- YES, TRUSTEE HOLTHOUSE- YES AND TRUSTEE EGAN- YES. THE MOTION CARRIED.

BENEFIT OF THE BOARD

The board was presented with upcoming pension seminars.

President Skinner and Trustee Brauweiler attended Illinois Professional Firefighters Association Pension Trustees Training, 8 hrs each on November 4, 2011.

The Board was presented the 2012 quarterly board meeting schedule.

TRUSTEE BRAUWEILER MOVED AND PRESIDENT SKINNER SECONDED APPROVAL OF THE 2012 PENSION BOARD MEETING SCHEDULE.

All meetings will be held at 1000 N Greenwood, Park Ridge, IL 60068
At 10:00 AM on the following dates:

February 14, 2012
April 16, 2012
May 08, 2012
August 14, 2012
November 13, 2013

UPON A VOICE VOTE, THE VOTE WAS UNANIMOUS. THE MOTION CARRIED.

PUBLIC COMMENT

President Skinner asked if anyone wished to address the Board at this time. There was no response.

ADJOURNMENT

President Skinner asked if there was any other business.

SECRETARY BRUCHSALER MOTIONED AND PRESIDENT SKINNER SECONDED TO ADJOURN THE MEETING. UPON A VOICE VOTE, THE VOTE WAS UNANIMOUS. THE MOTION CARRIED.

President Skinner declared the meeting adjourned at 11:55 HRS.

Respectfully submitted,



JD Bruchsaler
Board Secretary

Approved by the Board of Trustees at its meeting on _____

11-14-2012