

**MINUTES OF A REGULAR MEETING OF THE
LAKE IN THE HILLS POLICE PENSION FUND BOARD OF TRUSTEES
JANUARY 16, 2023**

A regular meeting of the Lake in the Hills Police Pension Fund Board of Trustees was held on Monday, January 16, 2023 at 4:00 p.m. in the Lake in the Hills Village Hall Board Room located at 600 Harvest Gate, Lake in the Hills, Illinois 60156, pursuant to notice.

CALL TO ORDER: Trustee Crow called the meeting to order at 4:00 p.m.

ROLL CALL:

PRESENT: Trustees Andrew Mannino, Brian Crow, Nicholas Covarrubias and Jay Recchia
ABSENT: Trustee Lawrence Howell
ALSO PRESENT: Megan Snell, Lauterbach & Amen, LLP (L&A); Finance Director Peter Stefan, Village of Lake in the Hills; Pensioner Carlo Coduto, Lake in the Hills Police Department

PUBLIC COMMENT: There was no public comment.

APPROVAL OF MEETING MINUTES: *October 17, 2022 Regular Meeting:* The Board reviewed the October 17, 2022 regular meeting minutes. A motion was made by Trustee Recchia and seconded by Mannino to approve the October 17, 2022 regular meeting minutes as written. Motion carried unanimously by voice vote.

Semi-Annual Review of Closed Session Meeting Minutes: There were no closed session meeting minutes for review.

ACCOUNTANT'S REPORT – LAUTERBACH & AMEN, LLP: *Monthly Financial Report:* The Board reviewed the Monthly Financial Report for the ten-month period ending October 31, 2022 prepared by L&A. As of October 31, 2022, the net position held in trust for pension benefits is \$42,870,149.85 for a change in position of (\$2,515,973.59). The Board also reviewed the Cash Analysis Report, Revenue Report, Expense Report, Member Contribution Report and Payroll Journal. A motion was made by Trustee Mannino and seconded by Trustee Recchia to accept the Monthly Financial Report as presented. Motion carried by roll call vote.

AYES: Trustees Mannino, Crow, Covarrubias and Recchia
NAYS: None
ABSENT: Trustee Howell

Presentation and Approval of Bills: The Board also reviewed the Vendor Check Report for the period August 1, 2022 through October 31, 2022 for total disbursements in the amount of \$55,639.99. A motion was made by Trustee Mannino and seconded by Trustee Covarrubias to approve the disbursements shown on the Vendor Check Report in the amount of \$55,639.99. Motion carried by roll call vote.

AYES: Trustees Mannino, Crow, Covarrubias and Recchia
NAYS: None
ABSENT: Trustee Howell

Additional Bills, if any: There were no additional bills presented for approval.

TREASURER'S REPORT: *Cash Flow Projections:* Finance Director Stefan presented the Cash Flow Projection and all questions were answered by Mr. Stefan. the Board had. A motion was made by Trustee Recchia and seconded by Trustee Mannino to approve the Treasurer's report as presented.

AYES: Trustees Mannino, Crow, Covarrubias and Recchia
NAYS: None
ABSENT: Trustee Howell

INVESTMENT REPORTS: *IPOPIF – Verus Advisory, Inc:* The Board reviewed the IPOPIF Investment Performance Review prepared by Verus Advisory, Inc. for the period ending September 30, 2022. As of September 30, 2022, the three-month total net return is (5.4%) and the year-to-date total net return is (14.1%) for an ending market value of \$5,725,892,654.

State Street Statements: The Board reviewed the October 2022 and November 2022 Statements of Results provided by IPOPIF. As of November 2022, the ending market value was \$40,352,215.68 for a month to date net return of 5.44%.

A motion was made by Trustee Mannino and seconded by Trustee Covarrubias to acknowledge receipt of the IPOPIF Investment Performance Review as prepared by Verus Advisory, Inc. and the investment report and market value summary and statement of transaction detail provided by IPOPIF. Motion carried by roll call vote.

AYES: Trustees Mannino, Crow, Covarrubias and Recchia
NAYS: None
ABSENT: Trustee Howell

COMMUNICATIONS AND REPORTS: *Affidavits of Continued Eligibility:* The Board noted that L&A mailed Affidavits of Continued Eligibility to all pensioners in December with a due date of January 31, 2023. Further discussion will be held at the next regular meeting.

Statements of Economic Interest: The Board noted that the List of Filers must be submitted to the County by the Village by February 1, 2023. Statements of Economic Interest will be sent to all registered filers who will need to respond by the deadline of May 1, 2023.

APPLICATIONS FOR MEMBERSHIP/WITHDRAWALS FROM FUND: *Applications for Membership – Ryan Halford and Brandon Innis:* The Board reviewed the Applications for Membership submitted by Ryan Halford and Brandon Innis. A motion was made by Trustee Recchia and seconded by Trustee Mannino to accept Ryan Halford effective October 31, 2022 and Brandon Innis effective January 3, 2023 into the Lake in the Hills Police Pension Fund as Tier II participants. Motion carried unanimously by voice vote.

The Board noted that Brandon Innis separated services from Lake in the Hills Police department. Further discussion will be held at the next regular meeting.

APPLICATIONS FOR RETIREMENT/DISABILITY BENEFITS: *Status of Disability Application– Amanda Lewis and Sean Feely:* The Board noted that the Disability Application for Amanda Lewis is currently awaiting deposition. Updates will be provided as they become available.

The Board noted that all applicable documents have been submitted to Attorney Reimer for review. Further discussion will be held at the next regular meeting.

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: *Approve Annual Cost of Living Adjustments for Pensioners:* The Board reviewed the 2023 Cost of Living Adjustments calculated by L&A. A motion was made by Trustee Mannino and seconded by Trustee Recchia to approve the 2023 Cost of Living Adjustments as required by statute and calculated by L&A. Motion carried by roll call vote.

AYES: Trustees Mannino, Crow, Covarrubias and Recchia
NAYS: None
ABSENT: Trustee Howell

Review Trustee Term Expirations and Election Procedures: The Board noted that the retired member term currently held by Trustee Howell and the active member term currently held by Trustee Recchia are expiring in May 2023 and they are interested in remaining on the Board if nominated. L&A will conduct an election on behalf of the Pension Fund for the retired and active member Trustee positions.

Discussion/Possible Action – Updated Local Bank Account Collateralization Agreement: The Board reviewed the memorandum prepared by L&A regarding the successor of the third-party custodian from Bank of America to The Bank of New York Melon to continue collateralization of the BMO Harris Bank operating account. Further discussion will be held at the next regular meeting.

Discussion/Possible Action – BMO Harris Account Users: The Board discussed granting Finance Director Stefan access to the BMO Harris account. A motion was made by Trustee Mannino and seconded by Trustee Crow to grant Finance Director Stefan access to the BMO Harris account. Motion carried by roll call vote.

AYES: Trustees Mannino, Crow, Covarrubias and Recchia
NAYS: None
ABSENT: Trustee Howell

The Board also discussed removing former Trustee Carlo Coduto from the BMO Harris signature card and adding Trustee Recchia as a signer on the account. A motion was made by Trustee Recchia and seconded by Trustee Crow to remove Carlo Coduto and add Trustee Recchia to the BMO Harris signature card. Motion carried by roll call vote.

AYES: Trustees Mannino, Crow, Covarrubias and Recchia
NAYS: None
ABSENT: Trustee Howell

ATTORNEY'S REPORT – REIMER DOBROVOLNY & LABARDI PC: *Annual Independent Medical Examinations – Adam Brey and Michael Domagala:* The Board noted that Adam Brey and Michael Domagala have not received their Annual Independent Medical Examinations. Further discussion will be held at the next regular meeting.

Legal Updates: The Board reviewed the *Legal and Legislative Update* quarterly newsletter highlighting recent court decisions, legislation and other pension news.

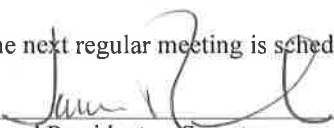
TRUSTEE TRAINING UPDATES: The Board discussed upcoming training opportunities. Trustees were reminded to submit any certificates of completion to L&A for recordkeeping.

Approve Trustee Training Fees and Reimbursable Expenses: There were no trustee training registration fees or reimbursable expenses presented.

CLOSED SESSION, IF NEEDED: There was no need for closed session.

ADJOURNMENT: A motion was made by Trustee Mannino and seconded by Trustee Covarrubias to adjourn the meeting at 4:35 p.m. Motion carried unanimously by voice vote.

The next regular meeting is scheduled for April 17, 2023 at 4:00 p.m.



Board President or Secretary

Minutes approved by the Board of Trustees on _____.

Minutes prepared by Megan Snell, Pension Services Administrator, Lauterbach & Amen, LLP