

Westmont Fire Pension Board of Trustees

SPECIAL MEETING MINUTES

~ Friday, April 7, 2017 ~

CALL TO ORDER

Pension Board President Riley called the meeting to order at 9:02 a.m.

ROLL CALL

In attendance were:

Pension Board Members: Secretary/Fire Chief Weiss, President/Deputy Fire Chief Riley, and Treasurer/Finance Director Parker.

Also present was Recording Secretary Hardy

Absent:

None

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

PUBLIC COMMENT

No public comment was received.

APPROVAL OF MINUTES

Secretary Weiss moved, seconded by President Riley to approve the March 10, 2017, Pension Board of Trustee Minutes as submitted. Motion Carried.

OLD BUSINESS

Approval of Investment Policy

Treasurer Parker moved, seconded by Secretary Weiss to approve the Investment Policy as presented. Roll Call: Parker - yes; Weiss - yes; Riley - yes. Motion carried unanimously.

Ratification of Resolution Adopting the Rule of the Board of Trustees of the Westmont Firefighter's Pension Fund

Treasurer Parker moved, seconded by Secretary Weiss to approve the Resolution Adopting the Rule of the Board of Trustees of the Westmont Firefighter's Pension Fund as presented. Roll Call: Parker - yes; Weiss - yes; Riley - yes. Motion carried unanimously.

NEW BUSINESS

Treasurer Parker presented several items for discussion after attending training the previous day.

The IDOI report preparation will need to be approved at the next meeting. Treasurer Parker feels it would be beneficial to have Lauterbach Amen prepare the report for submittal to IDOI. He further suggested retaining Lauterbach Amen to prepare the Municipal Compliance Report.

The issue of reciprocity was discussed in training. Treasurer Parker feels it would not apply to the current contributing pension member.

Two of the three Fire Pension Board Officers have completed the required training. The third member will be complete in May. An additional 16 CEU hours will be required annually. The Police Pension Fund Officers attend the Midwest Conference to obtain CEU's. The Midwest Conference is being held in St. Louis, Missouri this year. Treasurer Parker stated it may not be financially beneficial for the Fire Pension Officers to attend the same conference.

President Riley asked what files needed to be created for fire pension members. A review of the required file documents was reviewed. After discussion consensus was to relocate files from President Riley's office to a locked personnel file in Administrative Assistant Brady's office. Treasurer Parker indicated he would maintain files for trade confirmations and statements.

Discussion was held regarding rescheduling the regular June 9, 2017 meeting to June 2, 2017 due to scheduling conflicts. A notice will be sent pertaining to the change.

Discussion was held pertaining to appointment terms. Secretary Weiss advised the Rules and Regs indicate the President and Secretary are elected on an annual basis. Other Pension Board Members are appointed by the Village Board for a three year

term. The current members were appointed on April 30, 2015. Approval of the President and Secretary will be discussed at the next meeting.

Secretary Weiss advised baseline physicals will need to be kept in personnel files. These will be used as reference for any future claims. Treasurer Parker suggested placing the 2014/15 physical on file. This will be the only physical kept on file and subsequent years will not need to be maintained in files.

Secretary Weiss said Form 3 for Training Forms would need to be documented and accepted at the next meeting.

Discussion was held pertaining to all emails filtering through Administrative Assistant Hardy and then sent to all members. This would ensure that the Open Meetings Act requirements were not violated. A heading to be included on all emails noting the Open Meetings Act.

ADJOURNMENT

There being no further business to discuss, President Riley moved to adjourn, to which Secretary Weiss seconded. Motion carried unanimously and the meeting subsequently adjourned at 9:37 a.m.

Respectfully submitted,

Chris Hardy
Recording Secretary