

Carbondale Police Pension Fund

Board Meeting Minutes

Carbondale Civic Center

April 21st, 2020

1. Call to Order/Roll Call

Mark Goddard called the meeting to order at about 1:30 PM. **The meeting was conducted electronically, via Go To Webinar, pursuant to the Governor's COVID 19 executive order (Executive Order 2020-07, section 6-attached) allowing for electronic meetings.** Present via electronic medium were board members Mark Goddard, Paul Echols, Jeff Davis, Don Priddy and Tony Williams. Also present were attorney Dennis Orsey, board investment advisor Patrick Donnelly, and a member of the public named Zach Crzak.

2. Public Comments

None

3. Minutes

Davis moved, Priddy seconded, to approve the minutes from the February 11th board meeting (there was no meeting in March). Motion carried.

4. Correspondence

Attorney Orsey discussed with the board the Governor's COVID 19 executive order.

5. Bills

Davis presented an engagement letter for an audit by Kerber, Eck and Braeckel, but the matter was tabled to the May meeting.

6. Treasurer's Report

Davis presented the treasurer's report. The overall fund stands at ~\$27.4 million, a decline of ~\$2.5 million from March. This was largely the result of market drops brought about by the COVID 19 pandemic. It was noted, however, that the fund is only down ~\$646,935 for the year. The payroll remains steady. Davis indicated that the City would not be using Food and Beverage taxes for Fire and Police pension funds this year, due to expected shortfalls resulting from the COVID 19 related losses in other streams of revenue for the City. In recent years, the Police fund has garnered 70% of the ~\$800,000 per year from the Food and Beverage taxes. The Food and Beverage taxes are above and beyond the statutory minimum obligation the City provides the fund. Echols moved, Williams seconded, to approve the treasurer's report. Motion carried.

7. Special Setting at 2:00 PM: Christine Snyder's annual disability review administrative hearing.

Attorney Orsey presented exhibits related to Christine Snyder's annual disability review, including a form from her doctor indicating that she remained disabled, and unable to return to work as a police officer. Williams moved, Echols seconded, to continue Christine Snyder's disability pension. Roll call vote: All voted yes.

8. Investment Report

Patrick Donnelly presented the investment report. He indicated that the board was positioned as well as it could be in the face of what seems to be a synchronized world recession. Donnelly recommended using cash on hand to buy lower priced stocks, setting a series of triggers based on how low the S&P valuation gets. The board has previously had success with this tactic. The recommendation was as follows:

S&P Index Value Trigger →	Purchase Amount →	Funds
2,700	\$100,000	60% US Core Index
		30% Mid Cap Index
		10% Small Cap Index
2,625	\$100,000	60% US Core Index
		30% Mid Cap Index
		10% Small Cap Index
2,550	\$120,000	60% US Core Index
		30% Mid Cap Index
		10% Small Cap Index

This strategy would be in keeping with statutory investment guidelines, and would be monitored to ensure compliance. Williams moved, Priddy seconded, to authorize Patrick Donnelly to invest according to the strategy outlined above. Roll call vote: All yes.

9. Old Business

A) 2020 Election/Appointment of board members

-Active Member Trustees

Williams opened the ballot box for active member votes at the Police Department. Nominated active members were Williams, Brandon Weisenberger, Jarin Dunnigan and Zach Street. There were a total of 31 ballots submitted, with instructions for active members to vote for two candidates. The count resulted in the following votes cast:

Street: 1 vote Dunnigan: 3 votes Weisenberger: 27 votes Williams: 31 votes

Echols moved, Priddy seconded, to ratify the election results, naming Williams and Weisenberger to the active member trustee positions for two year terms effective May 1st, 2020. Motion carried.

-Retired Trustee

Davis indicated that Mark Goddard was the only retiree nominated in the designated time frame, and added that Calvin Stearns received one late nomination, but he indicated he was not

interested in the trustee position. Williams moved, Davis seconded, to ratify Mark Goddard to the retired trustee position for a two year term, effective May 1st, 2020. Motion carried.

B) Statement of Economic Interest Forms: Goddard has yet to receive statement form, but all others have submitted them. The Circuit Clerk's Office is not returning calls, and is not often open due to COVID 19.

C) Trey Harris annual disability review is pending. He had a doctor's appointment in Colorado on April 1st, and we are awaiting the results.

10. New Business

A) A discussion was held of whether or not to renew fiduciary liability insurance, which expires on April 30th. Priddy moved, Williams seconded, to approve an amount not to exceed 10% above \$3,237 for payment to Gallagher Insurance for fiduciary liability insurance, rather than the Illinois Municipal League's quote. Roll call vote: All voted yes.

B) A discussion was held on mandatory trustee training for 2020. Returning trustees would need only 8 hours, while new trustees would need 16 hours. There will be IPPFA training held at John A. Logan again this year on November 18th, assuming COVID 19 closures are behind us.

11. Application for Membership

Echols moved, Williams seconded, to approve new hires Carly Dafron and Amy Wyant as tier 2 members of the pension fund. Roll call vote: All voted yes.

12. Application for Benefits

Baltazar Roman has made a request for a refund of his \$64,606.75 contributions, less the mandatory 20% IRS penalty, making his refund \$51,685.40. The remaining \$12,921.35 will be remitted to the IRS. The amounts were certified by Davis. Williams moved, Priddy seconded, to approve the refund. Roll call vote: all voted yes.

13. Next Meeting Date/Adjournment

The next meeting date is set for May 19th, 2020. Williams moved, Priddy seconded, to adjourn the meeting. Motion carried.

Respectfully submitted,



Anthony Williams

Board Secretary