

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF  
THE HAMPSHIRE POLICE PENSION FUND  
July 31, 2017**

A regular meeting of the Hampshire Police Pension Board was held on Monday, July 31, 2017 at 1:00 PM, at City Hall located at 234 South State Street, Hampshire, Illinois pursuant to proper notice, to conduct regular business of the Pension Board.

**1. CALL TO ORDER:** President Jones called the meeting to order at 1:05 PM.

**2. ROLL CALL:**

PRESENT:	President Jones, Trustee Scarpino, Trustee Hessenflow.
ABSENT:	Trustee Neblock, Trustee Haydysch
ALSO PRESENT:	Also present was Village Finance Director Lori Lyons and Board Attorney Laura J. Goodloe.

**3. PUBLIC COMMENT:** None

**4. APPROVE MINUTES OF APRIL 10, 2017 MEETING:** Trustee Scarpino moved to approve the April 10, 2017 meeting minutes. Trustee Hessenflow seconded the motion and motion carried by unanimous voice vote.

**5. APPROVAL OF THE TREASURER'S REPORT:** Village Finance Director Lori Lyons reviewed and explained the Treasurer's Reports for periods ending April 30, 2017 and June 30, 2017. This included an up to date review of employee and municipal contributions.

President Jones made a motion to approve the Treasurer's Reports for periods ending April 30, 2017 and June 30, 2017 and Trustee Scarpino seconded the motion. Motion carried by unanimous voice vote.

**6. DOI ANNUAL STATEMENT REVIEW:** Village Finance Director prepared and presented a draft DOI Annual Statement for Board review. Trustee Hessenflow made a motion to approve the DOI Annual Statement as drafted and presented. Trustee Scarpino seconded the motion. The motion carried by unanimous roll call vote.

AYES:	President Jones, Trustee Scarpino, Trustee Hessenflow.
NAYS:	None
ABSENT:	Trustee Neblock, Trustee Haydysch

**7. REVIEW OF DOI ACTUARIAL VALUATION REPORT AS OF MAY 1, 2016:** The Illinois Department of Insurance's actuarial valuation report as of May 1, 2016 was reviewed and noted. No further action is needed at this time.

**8. ACKNOWLEDGMENT OF CONTINUING ENGAGEMENT WITH TIM SHARPE:** Mr. Sharpe's continuing engagement for actuarial valuation services was reviewed and noted. The Board voted in prior years to retain Mr. Sharpe on an ongoing basis until further order of the Board. No additional action is needed at this time.

**9. ENGAGEMENT OF SIKICH FOR PREPARATION OF MUNICIPAL COMPLIANCE REPORT:** Trustee Hessenflow made a motion to re-engage Sikich for completion of the Fund's annual municipal compliance report. Trustee Scarpino seconded the motion. Motion carried by roll call vote.

AYES: President Jones, Trustee Scarpino,  
Trustee Hessenflow.

NAYS: None

ABSENT: Trustee Neblock, Trustee Haydysch

**10. APPROVAL TO OPEN NEW PUBLIC FUNDS PREMIUM YEILD MONEY MARKET ACCOUNT WITH FIRST AMERICAN BANK:** Village Finance Director Lori Lyons discussed with the Board First American Bank's new public funds money market account.

President Jones made a motion to move 1.3 million from its current cash account to First American Bank's public funds money market account. Trustee Hessenflow seconded the motion. Motion carried by roll call vote.

AYES: President Jones, Trustee Scarpino,  
Trustee Hessenflow.

NAYS: None

ABSENT: Trustee Neblock, Trustee Haydysch

**11. APPROVAL OF BILLS:** Village Finance Director Lyons prepared and presented a list of bills and disbursements as of July 31, 2017 totaling \$964.72. Trustee Hessenflow made a motion to approve the list of bills as presented and to continue paying invoices as they become due. President Jones seconded the motion. Motion carried by roll call vote.

AYES: President Jones, Trustee Scarpino,  
Trustee Hessenflow.

NAYS: None

ABSENT: Trustee Neblock, Trustee Haydysch

**12. ELECTION OF BOARD OFFICERS:** As of July 2016 Pension Board officers positions were as follows: Hobert Jones as President, Chris Hessenflow as Vice President, Jim Neblock as secretary and Brian Haydysch as assistant secretary.

After discussion, President Jones made a motion to appoint himself as Board President, Chris Hessenflow as Vice President, Trustee Scarpino as secretary and Trustee Haydysch as assistant secretary. Trustee Hessenflow seconded the motion and the motion carried by unanimous voice vote.

**13. NEW HIRE ENROLLMENT:** None.

**14. APPLICATION FOR RETIREMENT:** None.

**15. APPOINTMENT OF OPEN MEETINGS ACT OFFICER:** President Jones made a motion to appoint @ as the Fund's Open Meetings Act Officer. Trustee Scarpino seconded the motion and the motion carried by unanimous voice vote.

**16. APPOINTMENT OF FOIA OFFICER:** President Jones made a motion to appoint @ as the Fund's Freedom of Information Act Officer. Trustee Scarpino seconded the motion and the motion carried by unanimous voice vote.

**17. REVIEW STATUS OF TRUSTEE TRAINING REQUIREMENTS:** The Pension Board discussed its annual statutory training obligations and opportunities for fulfilling the same.

**18. OLD BUSINESS:**

*Review/Modification of Board's Administrative Rules and Regulations- Inclusion of Nomination by Email.* The Pension Board's provision's on elections has been updated to include the availability of making trustee nominations by electronic mail. The rules will be filed with the Illinois Department of Insurance.

*Annual Verification of Eligibility for Beneficiary.* An annual affidavit was sent out to the Pension Fund's one retiree. To date, the affidavit was not yet received. Village Finance Director Lyons will follow up with this individual.

*Annual Filing of Statement of Economic Interests- Mr. Hessenflow.* Mr. Hessenflow confirmed he completed his annual statement of economic interest in a timely manner. All trustees have fulfilled their annual obligation. No further action is needed at this time.

**19. ADJOURNMENT:** Trustee Hessenflow made a motion to adjourn the Board meeting at 2:02 PM. President Jones seconded the motion and the motion carried by unanimous voice vote. The meeting adjourned at 2:02 PM.

Respectfully Submitted:

Date Approved:

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The next regular meeting of the Des Plaines Police Pension Board is scheduled for October 16, 2017 at 1:00 PM.

*Minutes Prepared by Board Attorney Laura J. Goodloe, Esq.*