

**NOTICE OF QUARTERLY MEETING OF THE BOARD OF TRUSTEES  
OF THE HIGHWOOD POLICE PENSION FUND**

The Board of Trustees of the Highwood Police Pension Fund of the City of Highwood will conduct a quarterly meeting on **Thursday, October 13, 2016 at 9:30 a.m.** at City Hall, 17 Highwood Avenue, Highwood, Illinois for the purposes set forth in the following agenda:

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PUBLIC COMMENT**
- IV. APPROVAL OF MINUTES**
  - A. Review and approval of minutes from meetings held on October 1, 2015 and January 14, 2016
  - B. Six-month review of closed minutes and determination of whether any may be released
- V. TREASURER'S/INVESTMENT REPORT**
  - A. Investment report from Sawyer Falduto
    - i. Review of quarterly investment report
    - ii. Review of asset allocation targets and ranges and adjustment of investment policy
  - B. Treasurer's report from Sikich
    - i. Review of quarterly accounting statement
    - ii. Bills for approval
- VI. COMMUNICATIONS AND SPECIAL REPORTS/PRESENTATIONS**
- VII. CONSIDERATION OF AND ACTION UPON APPLICANTS FOR ADMISSIONS TO AND/OR WITHDRAW OF MEMBERS FROM FUND**
  - A. O'Connell transfer status
  - B. Blistein transfer status
  - C. Status of disability application for Joe Seinitz
  - D. Olshefke - Status of over charge
- VIII. UNFINISHED BUSINESS**
  - A. Status of DOI Annual Statement, actuarial study and City audit
  - B. PPRT issue with City
  - C. Status of Annual affidavits for pensioners (received Gary Smith, Karen Curly & Laura Gaylord)
  - D. Ugolini benefit issue
- IX. NEW BUSINESS**
  - A. Review of the actuarial valuation (Todd Schroeder, Lauterbach & Amen)
  - B. Tax levy recommendation and certification of Municipal Compliance Report
  - B. IPPFA conference registration for 2017
  - C. Approval of the 2017 pension benefits
  - D. 2017 quarterly meeting dates- 01.12.17, 04.13.17, 07.13.17, 10.12.17
- X. TRAINING**
  - A. Training updates on state and national pension legal issues
  - B. Status of trustee training hours
  - C. 2016 Fall Conference expense reports- approval for reimbursement
  - D. Next year's training and possible carryover of training hours (DOI guidance)
- XI. CLOSED SESSION (if needed)**
- XII. ADJOURNMENT**

Posted: October 11, 2016 at City Hall

cc: Pension Board Members; Rosa Stefani, Administrative Assistant; Carolyn Clifford, Attorney for the Board; Brian LeFevre, Accountant for the Board, Tom Sawyer and John Falduto, Investment Advisors for the Board, David Gonzalez, City Treasurer