

**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, January 11, 2018 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 April 13, 2017
 - 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. Application to accept Jason Highland into the pension fund- Hired on July 31, 2017
 - B. Pat O'Connell withdraw
 - C. Status of Seintz's refund check for \$14,500.32
- VIII. UNFINISHED BUSINESS**
 - A. Status of the DOI annual statement filing
 - B. Ugolini matter – status of benefit issue
 - C. Annual Affidavit status- all in except Ugolini
 - D. Status of City Audit- Completed
- IX. NEW BUSINESS**
 - A. Review of City's tax levy ordinance to confirm pension levy amount
 - B. Review of 2018 timeline
 - C. Review of DOI's tax levy recommendation for 2017
 - D. Preparation for spring elections and appointments
 - E. List of filers to county – Statements of Economic Interest
 - F. Annual Servicers Certifications from Illinois finance entities
 - G. Approval of annual pension increases
 - H. Review of the actuarial assumptions being used
 - I. IPPFA dues
- X. TRAINING**
 - A. Training updates on state and national pension legal issues
 - B. IPPFA conference for 2018 & Status of trustee training hour
- XI. CLOSED SESSION (if needed)**
- XII. ADJOURNMENT**

Posted: January 9, 2018 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