

URBANA FIRE DEPARTMENT PENSION BOARD OF TRUSTEES MEETING MINUTES
January 25, 2013

The Fire Pension board of Trustees of the City of Urbana, Illinois met at 9:30 am, Friday, October 26, 2012, in the second floor Executive Conference Room of the Urbana City Building.

MEMBERS PRESENT Ron Short, Retired Board Member/President - end of term 5/1/13
Ron Eldridge, City Comptroller/Treasurer – end of term 5/1/13
Andrew Rickords, Secretary/Clerk/Firefighter – end of term 5/1/14
Mark Ashby, Firefighter – end of term 5/1/15
Mike Dilley, Fire Chief – end of term 6/1/14

OTHERS PRESENT: James Dobrovolny, Attorney

President Short called the meeting to order at 9:30 am.

INVESTMENT BUSINESS

Mr. Scott MacAdam, Mr. Aaron Sutton and Mr. Thaddeus Yasunaga of First Busey Trust & Investment Co. were present. They distributed the quarterly report and reviewed the Pension's Investment activity through the quarter ending December 31, 2012. The ending value for the portfolio as of that date was \$16,921,401.

The Busey representatives discussed emerging markets and the benefit to investing in them as well as the risks. They recommended an investment percentage of about 6% of the fund, or around \$500,000. After discussion, Comptroller Eldridge made a motion to invest \$500,000 in emerging markets. Firefighter Rickords seconded the motion, which was carried by voice vote as follows:

| | |
|---------------------------|---------------------------|
| Firefighter Ashby: aye | Comptroller Eldridge: aye |
| President Short: aye | Chief Dilley: no |
| Firefighter Rickords: aye | |

The fee Busey charges the Urbana Fire Pension Fund is .0005 per each dollar invested.

APPROVAL OF MINUTES

President Short made a motion to approve the minutes of the Fire Department Pension Board meeting of October 26, 2012. After discussion, the motion to approve the minutes, with corrections, was seconded by Secretary Rickords and was carried by voice vote.

TREASURER'S REPORT

Comptroller Eldridge presented report showing disbursements made in the quarter ending December 31, 2012. After discussion Secretary Rickords made a motion to accept the report. The motion was seconded by Chief Dilley and carried by voice vote,

APPROVAL OF CLERK'S REPORT

The Clerk's report is not necessary. All of the information that would have been in the Clerk's report was presented in the Treasurer's report.

PUBLIC COMMENT

There was no public comment.

OLD BUSINESS

- A. Mike Ashby – President Short stated that Mike Ashby has paid what is due to the pension fund. Comptroller Eldridge made a motion to read into the minutes that Mike Ashby paid \$3,778 to the pension fund in November 2012 and will have 68 months of service credit. His service was from

11/27/2000 to 8/25/2006 and his ending salary was \$51,359.00. A letter to Mike by registered certified mail, along with a copy of the today's minutes after approval in April. A copy of the letter and minutes will also be placed in his file.

- B.** There was discussion concerning the resolution of Pension Secretary and Clerk positions. President Short thought it should be two separate positions, for checks and balances. Comptroller Eldridge is retiring and would like to continue to work with the pension board as Treasurer, but has no interest in the secretary or clerk positions. After further discussion, it was decided that the positions and the duties for the positions need to be clarified. After clarification it can be further discussed at the April meeting, after the board elections.
- There was a question as to how physicals and tests would be scheduled, if necessary, since those are the duties of the pension Clerk. Attorney Dobrovoly knows of a company that sets up appointments and coordinates tests for physicals. He will set up a presentation for the next board meeting to see if that might be a consideration for this pension board.
- C.** The necessity of the annual letters sent to pensioners was questioned. The letters are sent to pensioners and are to be returned with the pensioner's notarized signature, confirming that he or she is still alive. If the pensioner does not respond within the given period for the return of the signed document, the pension is suspended. Attorney Dobrovoly said it is necessary to do this to prevent pension fraud and should be done on an annual basis.
- D.** President's Short will retire as fund president after the January meeting. His position is up for vote in April 2013.

NEW BUSINESS

- A. A.** Maximum limit for equity investment – Attorney Dobrovoly informed the board that the Department of Insurance has given an opinion that the limit for equity investment is now 65%. It had been 55%. Comptroller said the City policy is 55%, but it is possible it could increase in the future.

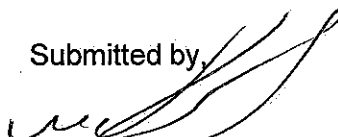
NEXT QUARTER'S MEETING

The next quarterly meeting of the Fire Pension Board is set for Friday April 26, 2013, at 9:30 am.

ADJOURNMENT

Prepared by,

Kay Meharry

Submitted by,

Mark Ashby
Secretary