

**MINUTES OF THE REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES –
BRAIDWOOD FIREFIGHTERS' PENSION FUND
HELD ON
JANUARY 13, 2023, AT 9 A.M. AT
275 W. MAIN ST., BRAIDWOOD, IL**

- I. **CALL TO ORDER:** The meeting was called to order at 9 A.M.
- II. **ROLL CALL:** Trustees Plumley, Saunoris, Ritze, Jude, and Boyd were present.
- III. **PUBLIC COMMENT:** None.
- IV. **COMMUNICATIONS AND SPECIAL REPORTS/PRESENTATIONS:** None.
- V. **NEW BUSINESS**
 - A. **Acknowledgement of Active Member Election:** The Board acknowledged the election results, wherein Trustees Plumley, Saunoris, and Jude were elected to active member positions with a 3-year term (expiring January 13, 2026).
 - B. **Election of Officers (President & Secretary):**
 - i. Trustee Ritze made a motion to elect Trustee Plumley as President of the Board. The motion was seconded by Trustee Boyd, and carried by a unanimous voice vote.
 - ii. Trustee Plumley made a motion to elect Trustee Saunoris as Secretary. The motion was seconded by Trustee Jude, and carried by a unanimous voice vote.
 - C. **Adoption of Board of Trustees' Rules and Forms:** Trustee Ritze made a motion to adopt the Board's Rules and Forms as presented. Trustee Boyd seconded the motion, which carried by a unanimous voice vote.
 - D. **Appoint FOIA and OMA Officers:** Trustee Jude made a motion to make Trustee Boyd the Fund's FOIA and OMA officer. The motion was seconded by Trustee Saunoris, and carried by a unanimous voice vote.
 - E. **Appoint OMA Officer:** See above.
 - F. **Election of Fiscal Year:** Trustee Boyd made a motion to establish the Fund's fiscal year as June-May. Trustee Ritze seconded the motion, which carried by a unanimous voice vote.
 - G. **Review and Possible Approval of Ottosen DiNolfo Engagement Letter:** Trustee Saunoris moved to engage Ottosen DiNolfo Hasenbalg & Castaldo, Ltd. for legal services. Trustee Plumley seconded the motion, which carried by a unanimous voice vote.
 - H. **Review and Possible Approval of Lauterbach & Amen Engagement Letter:** Trustee Jude made a motion to engage Lauterbach & Amen for actuarial and accounting services (minus PSA services), for a total of \$7,500. Trustee Saunoris seconded the motion, which carried unanimously by a voice vote.
 - I. **Direct Attorney to Contact Illinois Department of Insurance with New Pension Fund Materials:** Trustee Ritze made a motion to direct the Fund's attorney to prepare and submit the Illinois Department of Insurance's new pension fund materials. Trustee Jude seconded the motion, which carried by a unanimous voice vote.
 - J. **Discussion and Possible Action on Establishment of Bank Accounts:** Trustee Boyd made a motion to establish a bank account with BMO Harris, with Trustees Ritze and Plumley as signers. The motion was seconded by Trustee Jude, and carried unanimously by a voice vote.
 - K. **Applications for Membership:** Trustee Boyd made a motion to accept the application for membership of Christopher Jude, Brandon Saunoris, Austin Plumley, and Dylan Williams to the pension fund, contingent upon receipt of the required paperwork, all as a Tier II members with entry dates of

December 20, 2022. The motion was seconded by Trustee Saunoris, and carried unanimously by a voice vote.

L. **Review Pension Training Requirements and Opportunities:** The Board reviewed their training obligations and opportunities for completing same.

M. **Review OMA Training Requirements for All Board Members:** The Board reviewed their training obligations and opportunities for completing same.

N. **Discussion and Possible Action on 2023 Meeting Schedule:** Trustee Jude made a motion to hold quarterly pension meetings on April 18, July 18, and October 17, all at 8:30 AM at the District's Headquarters. Trustee Ritze seconded the motion, which carried unanimously by a voice vote.

VI. **OLD BUSINESS:** None.

VII. **CLOSED SESSION (if needed):** None.

VIII. **ADJOURNMENT:** Trustee Boyd made a motion to adjourn. Trustee Saunoris seconded the motion, which carried by a unanimous voice vote.

Approved: April 18, 2023

Signed:



Secretary, Braidwood Firefighters' Pension Fund