

**MINUTES OF THE REGULAR QUARTERLY MEETING OF THE
BOARD OF TRUSTEES –
BRAIDWOOD FIREFIGHTERS' PENSION FUND
HELD ON
October 17, 2023, AT 8:30 A.M. AT
275 W. MAIN ST., BRAIDWOOD, IL**

I. CALL TO ORDER:

Bill Ritze, acted as Chairman, called the meeting to order at 8:30 a.m.

II. ROLL CALL:

Present for the meeting were Trustees Jude, Ritze, and Boyd, in person. Trustee Austin Plumley was present via Zoom and Brandon Saunoris arrived late, but in person, after responding to an incident while on duty. Also present for the meeting were Michael May of Lauterbach & Amen, Attorney John Motylnski, Administrative Assistant Teri Post, and Executive Assistant Kristin Wexell.

III. APPROVAL OF PREVIOUS MEETING MINUTES:

The Chairman then asked if there were any additions or corrections to the board meeting minutes from the meeting held on July 18, 2023.

A motion was made Bill Ritze to approve the minutes, as is. The motion was seconded by Charlie Boyd. The Chairman conducted a vote and announced that the motion unanimously passed.

IV. PUBLIC COMMENT: None

V. COMMUNICATIONS AND SPECIAL REPORTS/PRESENTATIONS:

Michael May presented the GASB 67 & GASB 68 Actuarial Report for FY23.

VI. NEW BUSINESS:

A. Discuss and approve the GASB 67 & GASB 68 and Actuarial Report –

Chris Jude moved to accept the accounting and actuarial reports as presented. Bill Ritze seconded the motion. The Chairman conducted a vote and announced that the motion unanimously passed.

B. Discuss the Financial Statements - Michael May presented the Financial Statements to the Board.

C. Discuss the deposit schedule into Firefighter Pension Account at BMO, and frequency of transferring funds from BMO to Illinois Firefighter Pension Fund – Michael May suggests that each pay period the withholdings should be transferred to the BMO account. He also explained that the deposit for the District contribution will need to be made prior to the end of the 2024 fiscal year in the amount of \$53,179.00.

- Bill Ritze moved to pre-approve Chief Jude as the Security Administrator for the IDOI online portal and allow Chris Jude to sign the Security Administration Authorization Form. Chris Jude seconded the motion. The Chairman conducted a vote and announced that the motion unanimously passed.

- Bill Ritze moved to pre-approve Braidwood FPD contribution of \$53,179.00 for Fiscal Year 2024 to be paid before May 31, 2024. Chris Jude seconded the motion. The Chairman conducted a vote and announced that the motion unanimously passed.

(these items to be ratified in the next Pension Board Meeting)

VII. OLD BUSINESS:

- A. Training - The Board discussed and agreed that the BFPD Firefighter Pension Board should become a member of the IPPFA organization. Kristin to submit membership form and submit payment, then register Chris Jude, Bill Ritze and Charlie Boyd in the 2-day Pension Trustee Training for December 5th and 6th, in Naperville. Kristin Wexell to register Brandon Saunoris and Austin Plumley, for the online training program through IPPFA, to be completed before April 2024.
- Chris Jude moved to pay for the IPPFA Membership of \$795.00, as well as the Pension Training registrations for 3 at \$525.00 per person for classroom course and 2 at \$550 per person for the on-line course. Bill Ritze seconded the motion. The Chairman conducted a vote and announced that the motion unanimously passed. This item will need to be put on the Agenda and the vote will need to be ratified at the next Pension Meeting.

VIII. CLOSED SESSION (if needed): None

IX. ADJOURNMENT:

A motion to adjourn the meeting was made by Charlie Boyd and seconded by Bill Ritze. The Chairman took a vote and announced that the motion passed unanimously and the meeting is adjourned at 9:04 a.m.

The next BFPD Firefighter Pension Board Meeting will be January 16, 2024.