

# **NOTICE OF A REGULAR MEETING OF THE HIGHWOOD FIREFIGHTERS' PENSION FUND BOARD OF TRUSTEES**

The Highwood Firefighters' Pension Fund Board of Trustees will conduct a regular meeting via video and teleconference on **Thursday, January 7, 2021 at 7:00 a.m.** in accordance with Section 7(e) of the Open Meetings Act (5 ILCS 120/7(e)), amended by Public Act 101-0640 (Government Emergency Administration Act) as the result of the State's disaster declaration regarding the COVID-19 pandemic and the Board President's determination that an in-person meeting is not practical or prudent, for the purposes set forth in the following agenda:

## **Members of the public may monitor the meeting by joining the conference call as follows:**

1. Download Zoom application to your wireless device or PC
2. Select "Join a Meeting"
3. Enter the meeting ID: 834 1837 9282
4. Enter the Password: 348727

## **AGENDA**

1. Call to Order
2. Roll Call
3. Public Comment
4. Approval of Meeting Minutes
  - a. October 8, 2020 Regular Meeting
  - b. Semi-Annual Review of Closed Session Meeting Minutes
5. Accountant's Report – Sikich, LLP
  - a. Monthly Financial Report
  - b. Presentation and Approval of Bills
  - c. Additional Bills, if any
6. Investment Report – Sawyer Falduto Asset Management, LLC
  - a. Quarterly Investment Performance Review
  - b. Review/Update Investment Policy and/or Asset Allocation
7. Communications and Reports
  - a. Statements of Economic Interest
  - b. 2021 IRS Mileage Rate
8. Applications for Membership/Withdrawals from Fund
9. Applications for Retirement/Disability Benefits
  - a. Approve Combined Service Retirement Benefits – Andrew Wienckowski
  - b. Deceased Pensioner – Scott Olson
10. Old Business
  - a. Status Update – Pieri Matter
11. New Business
  - a. Review Trustee Term Expirations and Election Procedures
  - b. Review/Adopt – Updated Municipal Compliance Report for FY April 30, 2020
  - c. Discussion/Possible Action – Ottosen DiNolfo Engagement Letter
  - d. Approve Updated Annual Cost of Living Adjustments for Pensioners
  - e. Discussion/Possible Action – Revising Vendor Payment Process
12. Attorney's Report – Ottosen DiNolfo
13. Trustee Training Updates
  - a. Approval of Trustee Training Registration Fees and Reimbursable Expenses
14. Closed Session, if needed
15. Adjournment