

Shawn Curry
ChairpersonDaniel Hopkins
Vice-ChairpersonPaul Swanlund
SecretaryElizabeth Holleb
TreasurerLee Catavu
TrusteeMark Poulos
TrusteeMichael Inman
TrusteePhil Suess
TrusteeBrad Cole
Trustee**ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND****AUDIT AND BUDGET COMMITTEE****MEETING MINUTES – NOVEMBER 30, 2022 AT 11:30 A.M.**

A meeting of the Illinois Police Officers' Pension Investment Fund's Audit and Budget Committee was held through the Zoom Digital Platform in accordance with the Gubernatorial Disaster Proclamation issued on 11-10-22 issued by Governor Pritzker and Public Act 101-0640. Members of the public were invited to participate remotely or in person pursuant to the meeting notice and agenda.

TRUSTEES PRESENT: Daniel Hopkins
Phil Suess

TRUSTEES ABSENT: Paul Swanlund

OTHERS PRESENT: Richard White, Executive Director
Kent Custer, Chief Investment Officer
Gina Tuczak, Finance Director/Assistant Executive Director
Barb Meyer, Investment Officer
Kate Cobb, Administrative Analyst
Shaun Ivey, Administrative Analyst
Vince Mancini, General Counsel, Reimer Dobrovolny & LaBardi PC
A.J. Weber, Chief Financial Officer, Lauterbach & Amen, LLP
Stephanie Masson, Chief Financial Officer, Lauterbach & Amen, LLP
Brian LeFevre, Auditor, Sikich, LLP
Kellen O'Malley, Auditor, Sikich, LLP
Allie Rysell, Plan Administrator, Foster & Foster, Inc.
Members of the Public

CALL TO ORDER: Vice-Chairperson Hopkins called the meeting to order at 11:36 a.m.

ROLL CALL: As reflected above.

MEETING MINUTES: *Approve October 14, 2022 Meeting Minutes:* The Committee reviewed the draft minutes from the October 14, 2022 meeting. A motion was made by Trustee Suess and seconded by Trustee Hopkins to approve the minutes from the October 14, 2022 meeting. Motion carried unanimously by roll call vote.

AYES: Trustees Hopkins and Suess

NAYS: None

ABSENT: Trustee Swanlund

STATUS REVIEWS: *Annual Comprehensive Financial Report:* Executive Director White and Finance Director Tuczak provided a status update on the preparation of the June 30, 2022, Annual Comprehensive Financial Report (ACFR). Executive Director White noted that work on the audit is continuing at an appropriate pace. He indicated that several components of the ACFR are more extensive and complex than the last audit. The report will include most, if not all, of the required components, primarily due to the transition of local pension fund assets to IPOPIF. The ACFR will also contain more extensive financial statements, notes to the financial statements, investment information, and statistical reports. Many of the reports are being created for the first time, which adds complexity to this year's reporting. Ms. Tuczak provided background information on the collection of data to prepare the report. Reconciled data is being compiled by State Street, and staff is providing the required information to Sikich to audit once reviewed. CIO Custer noted that additional time was needed to reconcile assets that were transferred as part of the June 24, 2022 tranche. All questions were answered by Executive Director White, Finance Director Tuczak, CIO Custer, and Mr. LeFevre. Executive Director White stated that the report will be completed by December 31, 2022 for review at the January 27th Board Meeting. The initial draft report will be reviewed with the Committee at a meeting to be scheduled in January, prior to the January 27th Board meeting.

Revisions to Monthly Financial Statements: Ms. Tuczak presented the revised Monthly Financial Statements to the Committee. She reviewed various formatting updates and new categories that were incorporated into the revised version. Ms. Tuczak noted that investment transfers versus cash contributions (normal operating procedures) are accurately defined and illustrated in the new financial statements, along with withdrawals. The Committee discussed the revisions and provided feedback to staff. Trustee Hopkins recommended that staff involves Trustee Holleb in the review process since she serves as Treasurer on the Board. Trustee Suess agreed with Trustee Hopkins' remarks. Staff will contact Treasurer Holleb to request feedback on the proposed revisions to the Monthly Financial Statements.

Revisions to the Accounts Payable Process: Executive Director White provided background information on the Fund's current accounts payable process. He advised the Committee that Ms. Tuczak is developing a new accounts payable process that will bring the currently outsourced service in-house. He also noted that invoices will no longer appear in the agenda packets, and a more detailed summary of invoices will appear on the warrants. Ms. Tuczak presented Warrant #53 to the Committee. She indicated that categories were developed on the new presentation of invoices to mirror the budgeted line items. The proposed revisions, formatting, and categories were reviewed in detail. All questions were answered by Executive Director White and Ms. Tuczak. The Committee agreed to all proposed revisions on the presentation of invoices.

PUBLIC COMMENT: There were no comments from the public.

ADJOURNMENT: With no further business to discuss, a motion was made by Trustee Suess and seconded by Trustee Hopkins to adjourn the meeting at 12:27 p.m. Motion carried by roll call vote.

AYES: Trustees Hopkins and Suess

NAYS: None

ABSENT: Trustee Swanlund

Respectfully Submitted by:



Allie Rysell, Plan Administrator
Foster & Foster, Inc.

Approved by:



Paul Swanlund, Committee Chairperson

Date Approved by the Audit and Budget Committee: January 19, 2023

The next meeting of the Illinois Police Officers' Pension Investment Fund's Audit and Budget Committee will be held on January 19, 2023 in accordance with Governor Pritzker's Executive Order in effect on the date and time of the meeting and Public Act 101-0640.