

1. Call to Order:

*The meeting was called to order by President Ellen Dingledine at 8:35AM.*

Roll Call:

**Present:** Ellen Dingledine, Joshua Sutter, Brian Simpson, Jim Fussner

**Absent:** None

**Also Present:** Finance Director Joanie Baxter, Accountant Jeanette Glueck, Treasurer Abbey Strubhar

2. Review Agenda – change Item E under Action Items to Discussion

3. Approval of Minutes from October 30, 2023 Meeting: *Joshua Sutter made a motion to approve the minutes, seconded by Jim Fussner. Motion carried.*

4. Public Comment – None.

5. Financial Reports: *Joanie Baxter provided a summary of the quarterly financial reports. Discussion was held on the reports from IPOPIF and the performance of the funds in the portfolio. The Board will reevaluate at the April meeting to determine if additional funds need to be transferred to the IPOPIF.*

*Jim Fussner made a motion, seconded by Brian Simpson to approve the reports. Motion carried.*

6. Action Items:

A. Ratify Investments made via phone/memo:

*A CD at Washington Community Bank in the amount of \$509,462.51 with a 4.25% interest rate matured on 11/9/2023 and was renewed for 3 months at 4.02%. Fussner made a motion, seconded by Sutter to ratify the investment. On roll call the vote was Dingledine – yes; Sutter – yes; Simpson – yes; Fussner - yes. Motion carried.*

*A CD at Busey Bank in the amount of \$115,543.49 with a 2.90% interest rate matured on 1/11/2024 and was redeemed and deposited to the IPAVA account. The intent is to take out additional cash from the account and purchase a CD at a later time. Sutter made a motion, seconded by Fussner to ratify the investment. On roll call the vote was Dingledine – yes; Sutter – yes; Simpson – yes; Fussner - yes. Motion carried.*

B. Investments Maturing before next quarterly meeting:

*The Board discussed the CD that matures on February 9, 2024 and an email will be sent out at that time to get further direction.*

C. Ratification of Police Pension Fund Expenses (roll call vote):

Expenses since the last meeting were reviewed:


- IPPFA paid 10/16/2023 in the amount of \$500.00 for IPPFA Certified Trustee Training.
- J.P. Cooke Company paid 10/16/2023 in the amount of \$35.95 for Dingledine signature stamp.
- IPPFA paid 11/20/2023 in the amount of \$795.00 for 2024 IPPFA Membership Dues.
- Brian Simpson paid 12/18/2023 in the amount of \$233.90 for IPPFA training travel expenses.
- Atwell & Atwell paid 12/18/2023 in the amount of \$900.00 for legal fees.

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*Sutter made a motion, seconded by Dingledine to ratify the above expense. On roll call the vote was Dingledine – yes; Sutter – yes; Simpson – yes; Fussner – yes. Motion carried.*

- D. Designation of Freedom of Information Act (FOIA) and Open Meetings Act Officers:  
*Following discussion, Dingledine made a motion, seconded by Simpson to designate City Clerk Valeri Brod as the Freedom of Information and Open Meetings Act Officers. Motion carried.*
- E. Approval of Sexual Harassment Policy:  
*Following discussion, Dingledine made a motion, seconded by Fussner to approve the Sexual Harassment Policy as presented. Motion carried.*
- F. Approval of Ethics Policy:  
*Following discussion, Simpson made a motion, seconded by Sutter to approve the Ethics Policy as presented. Motion carried.*
- G. Approval of Travel Reimbursement Policy:  
*Following discussion, Sutter made a motion, seconded by Dingledine to approve the Travel Reimbursement Policy as presented. Motion carried.*
7. Discussion Items
- A. Regional Stakeholders Meeting – IPOPIF  
*Following discussion, the Board asked Staff to provide more information regarding this meeting and who should attend.*
- B. Training requirements and opportunities  
*Accountant Glueck indicated that the IML is revising some of their training this Spring and it continues to be free of charge. She will forward additional information as it is available.*
- C. Portability Request – Kelley Noetzol  
*Finance Director Baxter has calculated the portability transfer for Kelley Noetzol who resigned on November 3, 2023. She has provided to the City of Pekin and their actuaries and is awaiting further direction.*
- D. Other  
*Finance Director Baxter indicated that the tax levy was approved in December, including an additional \$100,000 as requested by the Board. The formal report will be provided to the Board at the April meeting.*
8. Adjournment:  
*With no further business, Sutter made a motion, seconded by Fussner to adjourn the meeting at 9:08 a.m. On roll call the vote was Dingledine – yes; Sutter – yes; Simpson – yes; Fussner – yes. Motion carried.*

Respectfully submitted,

  
Joshua Sutter, Secretary