

HOFFMAN ESTATES FIREFIGHTERS PENSION BOARD

Station 24

575 Beacon Point

Hoffman Estates, IL. 60192

847-695-8502

May 22, 2015 at 9:00am

SPECIAL MEETING MINUTES

- I. Call to Order. Meeting called to order at 9:00am.
- II. Roll Call/Acknowledgement of Guests. Present: Robert Orr, President; Matthew Fijalkowski, Secretary; Rachel Musiala, Village Trustee and Treasurer; James Oskroba, Retiree Trustee
Also present, Stan Helgerson, Hoffman Estates Village Treasurer
- III. Purpose: Interview of prospective Law Firms to represent the Hoffman Estates Firefighters' Pension Fund.
- IV. 9:00 am- Presentation and Q&A with Puchalski Goodloe Marzullo, LLC.
Laura J. Goodloe in attendance representing PGM, LLC.
 - a. Information Presentation
 - b. Q & A
 - c. Fees:

Option 1-	\$600.00 per quarter includes the following: Quarterly Meetings Rules & Regulations Routine Pension Questions Investment Policy Annual Audit Letter \$165.00 reduced hourly rate to be applied to all services that are not included in the quarterly retainer.
Option 2-	\$215.00 per hour on an "As need basis."
Option 3-	\$400.00 per quarter includes the following: Appear at meeting via telephone or Skype Appear at two quarterly meetings of the Board's choosing. Be on standby via telephone or Skype at each meeting if needed. \$165.00 reduced hourly rate to be applied to all services that are not included in the quarterly retainer.
 - d. Closing Remarks

- V. 9:45am- Presentation and Q&A with Ottosen-Britz Kelly Cooper Gilbert & Dinolfo, LTD.
Carolyn Welch Clifford, Shawn P. Flaherty, and Vladimir Shuliga Jr. in attendance representing Ottosen-Britz.
- a. Information Presentation
 - b. Q&A
 - c. Fees: Hourly rate for representation by Attorney is \$210.00.
Hourly rate for Law Clerks is \$140.00.
Hourly rate for Paralegal Services is \$130.00.
Quarterly retainer agreement for regular meetings and client communications are generally set at approximately 80% of the anticipated cost of our attorney time based on hourly billing.
Quarterly retainer agreement is re-evaluated yearly and may need to be adjusted based on board's legal needs.
Flat fee rate of \$1500.00 for Rules and Regulations.
- VI. 10:45am- Anthony A. Iosco, Attorney at Law
- a. Information Presentation- Presented himself to the board explaining his legal experience.
 - b. Q&A
 - c. Fees: \$250.00 per hour for meetings/hearings
\$175.00 per hour for meeting prep.
\$750.00 per quarter retainer.
- VII. Discussion of applicants.
- VIII. Rachel Musiala makes a motion to hire PGM effective immediately, with termination of services by Barbara Bell, Attorney at Law at rate outlined in proposal.
Seconded by Robert Orr.
Roll call vote: Robert Orr, aye, Matthew Fijalkowski, aye, Rachel Musiala, aye, and James Oskroba, aye.
- IX. President Robert Orr to make notifications to all parties.
- X. Adjourn. Motion to adjourn meeting made by Robert Orr, seconded by Matthew Fijalkowski. All in favor aye. Meeting adjourned at 11:30am.