EMS ROADDOCS of Illinois

501(c)(3) Non-Profit Organization

https://emsroaddocsil.org/

EMS Roaddocs of Illinois Investment Policy

Introduction

This statement of investment policy was adopted by the Board of Directors of the "EMS Road Docs of Illinois" on "Date", to provide for the creation of, and guidelines for the management of, various funds held by the organization. These policies supersede any and all prior actions regarding investment policies.

For the purposes of managing investment risk and to optimize investment returns within acceptable risk parameters, the following funds will be created and held as separate investment pools.

- **"Operating Fund"**
- **"Reserve Fund"**

Procedures

I. The following procedures will be followed to ensure the investment policy statement is consistent with the mission of the "EMS Road Docs of Illinois" and accurately reflects current financial conditions:

   A. The Board of Directors shall review this investment policy annually.

   B. The Treasurer will recommend any changes in this policy to the Board of Directors.

II. The following procedures will be used to determine the dollar amounts to be placed in each of the various funds.

   A. The Board of Directors will recommend the dollar amounts to be held in the Operating Fund and the Reserve Fund.
   B. The Treasurer may recommend to the Board of Directors the dollar amounts to be held in the Operating Fund and Reserve Fund.

Delegation of Authority

The Treasurer is responsible for directing and monitoring the investment management of the various fund assets on behalf of "EMS ROAD DOCS OF ILLINOIS". As such, the Treasurer is authorized to delegate certain responsibilities to professional experts in various fields. These include, but are not limited to Investment Management Consultant, Investment Manager, Custodian, and additional specialists.

It is anticipated that the services of a registered investment manager may be sought to manage portions of the Reserve Funds. The following procedure shall be followed to engage a new or replace a current investment manager:

A. The Treasurer will recommend the hiring or replacing of an investment manager to the Board of Directors.

B. The Treasurer will nominate prospective candidates and send a Request for Proposal to each candidate.

C. The Treasurer will review proposals and interview candidates to determine appropriate investment manager(s).

D. The Treasurer will make the hiring recommendation to the Board of Directors, who shall have the final approval.

Operating Fund

Purpose

The purpose of the Operating Fund is to provide sufficient cash to meet the day-to-day financial obligations of "EMS ROAD DOCS OF ILLINOIS" in a timely manner.

Investment Objectives

The investment objectives of the Operating Fund are:

- Preservation of Capital;
- Liquidity; and
- To optimize the investment return within the constraints above.

Investment Guidelines

Allowable Investments

The Treasurer if authorized by the Board of Directors will invest the Operating Fund as follows:

1. Interest bearing Savings Account

2. Certificates of Deposit at insured commercial banking organizations;

3. Money market funds;

4. Interest bearing checking accounts;

5. Direct obligations of the U.S. Government, its agencies and instrumentalities.

Maturity

The maturities on investments for the Operating Fund shall be 12 months or less.

Reporting

The Treasurer shall prepare the following reports for presentation on at least a quarterly basis to the Board of Directors;

1. Schedule of investments;
2. Interest income year to date;

Reserve Fund

Purpose

The purpose of the Short-term Reserve Fund is to meet the expenses occurring as a result of unanticipated activities and to improve the return on the funds held for expenditure for up to five years.

Investment Objectives

The investment objectives of the Short-term Fund are:

- Preservation of capital;
- Liquidity; and
- To optimize the investment return within the constraints above.

Investment Guidelines

Allowable Investments

The Treasurer, if authorized by the Board of Directors will invest the Reserve Fund as follows:

1. Interest bearing savings account

2. Certificates of Deposit at insured commercial banking institutions;

3. Money market funds that invest in government-backed securities;

4. Interest bearing checking accounts;

5. Direct obligations of the U.S. Government, its agencies and instrumentalities.

6. Mutual funds that invest in direct obligations of the U.S. Government, its agencies and instrumentalities.

Maturity

The Short-term fund shall have a weighted average maturity of three years or less. The maximum maturity shall be 5 years.

Reporting

The Treasurer shall prepare the following reports for presentation on at least a quarterly basis to the Board of Directors:

1. Schedule of Investments which includes schedule of performance since purchase or last 5 years; 2. Interest Income year to date;
3. Current yield.

General Principles

1. Investments shall be made solely in the interest of "EMS ROAD DOCS OF ILLINOIS" and Reserve Fund.

2. The assets shall be invested with care, skill, prudence, and diligence under the circumstances then prevailing that a prudent investor acting in like capacity and familiar with such matters would use in the investment of a like fund.

3. Investment in these funds shall be so diversified as to minimize the risk of large losses, unless under the circumstances it is clearly prudent not to do so.

4. "EMS ROAD DOCS OF ILLINOIS" may employ one or more investment managers of varying styles and philosophies to attain the Fund's objectives.

5. Cash is to be employed productively at all times by investment in Short-term cash equivalents to provide safety, liquidity and return.

AGREED: This Edition of the Investment Policy has been reviewed and agreed to with consideration of input from the Board of Directors of the EMS RoadDocs of Illinois, as testified by the undersigned:

Bob Walsh, President Date: 8/22/26

Randy Fields, Vice President Date: 8/22/26

Dave Kublank, Treasurer Date: 8/22/26

Hank Clemmensen, Secretary Date: 8-22-26

As approved by the Board on this date: **July 10, 2026**