

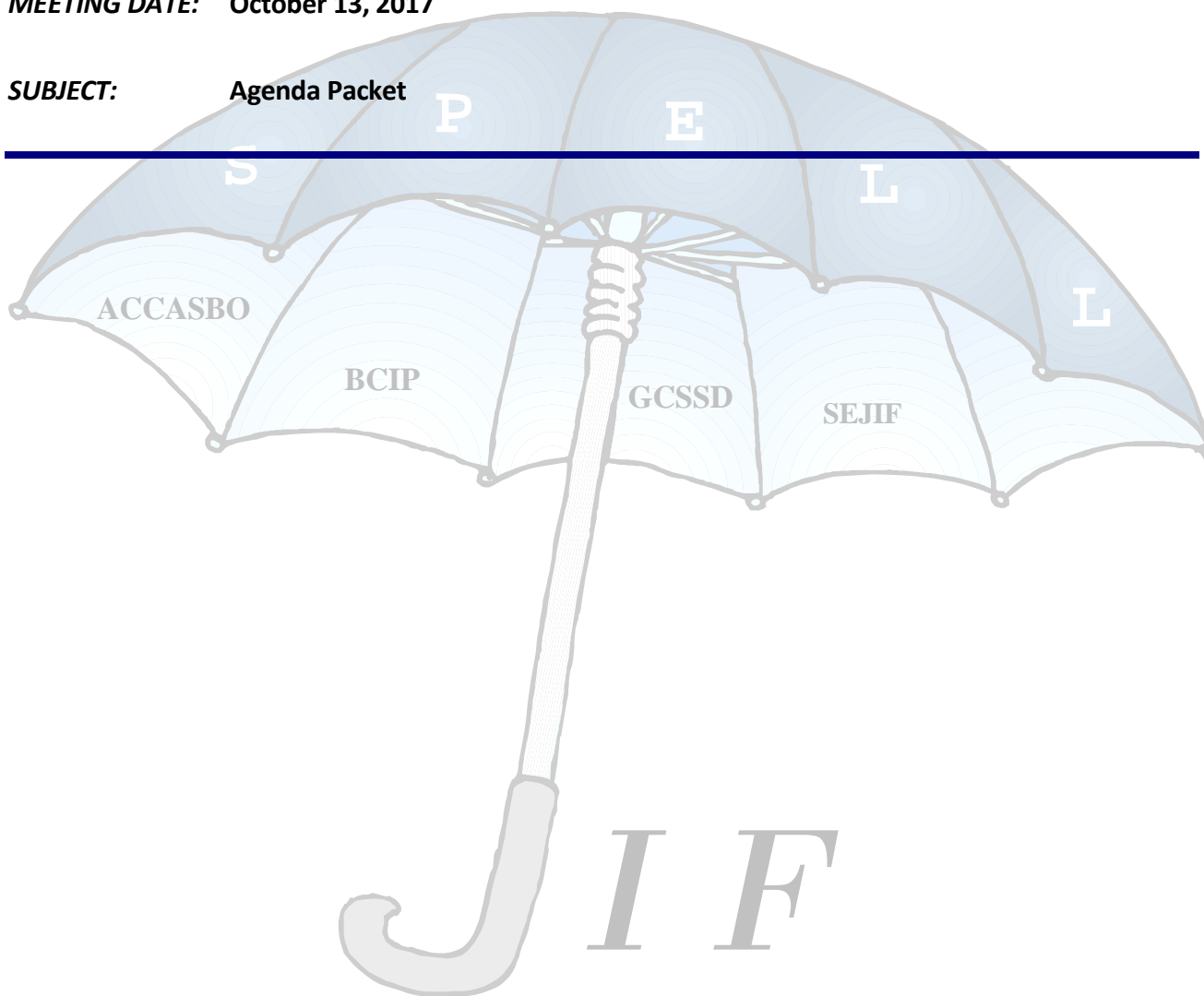
**SCHOOL POOL FOR EXCESS LIABILITY LIMITS  
JOINT INSURANCE FUND**

**TO:** Fund Trustees  
Fund Alternate Trustees  
Fund Professionals

**FROM:** Craig H. Wilkie, Deputy Executive Director  
Scott C. Tennant, Deputy Executive Director  
Brad Hoffman, Deputy Executive Director

**MEETING DATE:** October 13, 2017

**SUBJECT:** Agenda Packet



Enclosed please find the agenda packet for the SPELL JIF Board of Trustees Meeting which will be held on **Friday, October 13, 2017** at **9:30 a.m.** at the office of **Arthur J. Gallagher Risk Management Services, Inc., 6000 Sagamore Drive, Suite 6203, Marlton, New Jersey 08053.**

# ***School Pool for Excess Liability Limits Joint Insurance Fund***

## ***SPELL JIF***

**Arthur J. Gallagher Risk Management Services, Inc.  
6000 Sagemore Drive, Suite 6203  
Marlton, New Jersey 08053**

**Friday, October 13, 2017 – 9:30 AM**

### **AGENDA**

- I. The Meeting is called to Order.
- II. Statement of Compliance with the Open Public Meetings Act
  - A. Notice of this meeting was given by sending sufficient notice herewith to the newspapers recognized by owner groups;
  - B. Filing advance written notice of this meeting with each owner group and their member districts; and
  - C. Posting notice on the public bulletin boards of all municipalities served by the member districts of each owner group.
- III. Roll Call
  - A. **2017-18 Trustees**
    - Thomas J. Fanuka, Lumberton Twp BOE – BCIP JIF
    - Joseph Smurlo, Egg Harbor City School District – ACCASBO JIF
    - Margaret F. Meehan, Washington Twp BOE – GCSSD JIF
    - Thomas P. Grossi, Greater Egg Harbor RHSD, Trustee – ACCASBO JIF
    - Richard J. Kaz, Jr., Northern Burlington County RSD, Trustee – BCIP JIF
    - Cherie Bratty, Upper Deerfield Twp School District – Trustee – GCSSD JIF
  - B. **2017-18 Alternate Trustees**
    - Christopher Veneziani, Folsom BOE, Alternate Trustee– ACCASBO JIF
    - Kim Jensen, Mainland Regional High School, Alternate Trustee – ACCASBO JIF
    - Barbara A. Godfrey, Southampton Twp BOE, Alternate Trustee – BCIP JIF
    - Robert F. Wachter, Jr., Mt. Laurel Twp BOE, Alternate Trustee – BCIP JIF
    - Joseph Collins, Elk Twp School District, Alternate Trustee – GCSSD JIF
    - Brian Ferguson, Penns Grove-Carneys Point Regional BOE, Alternate Trustee – GCSSD JIF
  - C. **District Personnel**
    - John Serapiglia, Jr., Passaic County Manchester Regional BOE– SE JIF
    - Karen Yeamans, Nutley BOE– SE JIF
  - D. **Fund Professionals**
    - Craig H. Wilkie, Area Vice President – AJGRMS, Inc.
    - Scott C. Tennant, Area Vice President – AJGRMS, Inc.
    - Bradford Hoffman, Area Vice President – AJGRMS, Inc.
    - Jennifer Fox, Sr. Account Manager – AJGRMS, Inc.
    - Louis J. Greco, Esquire, Fund Solicitor
    - Lorraine Verrill, CPA, Fund Treasurer – Verrill & Verrill, LLC
    - Sharon Wilson, Recording Secretary

- IV. Approval of Minutes – **ADOPTION**
  - A. May 25, 2017 Minutes.....Pages 4-7
- V. Adoption of Amended Budget - **MOTION REQUESTED** ..... Handout
- VI. Professional Reports
  - A. Accountant/Treasurer – **MOTION REQUESTED**
    - 1. Bill Lists (June-October 2017) .....Page 8-12
    - 2. Cash Reconciliation Reports (May-September 2017) .....Pages 13-17
  - B. Attorney.....No Report
  - C. Executive Director/Underwriting & Finance Director Report.....Pages 18-19
    - 1. EXECUTIVE DIRECTOR
      - a. 2018-2019 Membership Renewal .....Summary
      - b. SPELL JIF Website Enhancements.....Summary
      - c. Environmental Management Seminar-**MOTION REQUESTED** .....Pages 20-22
      - d. Boiler Operator Refresher Training .....Summary
      - e. SPELL Joint Retreat-**MOTION REQUESTED**.....Pages 23-38
      - f. Technology White Paper.....Pages 39-43
      - g. Wellness .....Summary
      - h. Creation of SPELL JIF Technology Committee ..... Page 44
      - i. NJASA TECHSPO-**MOTION REQUESTED** .....Summary
      - j. Motion Picture Licensing.....Summary
      - k. Legal Training for Member Districts .....Summary
      - l. AGRIP..... Page 45
      - m. NJSBA Fall Conference .....Summary
    - 2. UNDERWRITING & FINANCE DIRECTOR
      - a. Exposure Renewal Information Update/Timeline.....Summary
      - b. Excess & Reinsurance Partner Update .....Summary
      - c. Financial Performance Update
        - I. Owner Group Performance Review.....Summary
        - II. 6/30/17 Process Update .....Summary
- VII. **Miscellaneous Business and Public Comment**

The next meeting of the SPELL JIF is scheduled to be held on **Friday, February 2, 2018** at 9:30 a.m. at Arthur J. Gallagher Risk Management Services, Inc., 6000 Sagemore Drive, Suite 6203, Marlton, NJ 08053.
- VIII. **MOTION REQUESTED** to Adjourn Meeting.