

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

**Resolution No. 2018-02**

**Adopting Procedures in Compliance with the Open Public Meetings Act**

**Whereas**, the School Pool For Excess Liability Limits Joint Insurance Fund is duly constituted as a Self Insurance Fund under the provisions of *N.J.S.A. 18A:18B-1*, et seq., and is subject to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-6*, et seq.; and

**Whereas**, the participating Owner Groups have made their respective designations of Delegates who have elected a Board of Trustees which will serve as the governing body of the School Pool For Excess Liability Limits Joint Insurance Fund; and

**Whereas**, the *Open Public Meetings Act* provides that upon the adoption by a public body of a schedule of meetings to be held during the calendar year that no further notice of those meetings will be necessary; and

**Whereas**, it is necessary for the Board of Trustees of the School Pool For Excess Liability Limits Joint Insurance Fund to make certain other administrative and organizational determinations for the proper operation of the School Pool for Excess Liability Limits Joint Insurance Fund ,

**Now, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the School Pool For Excess Liability Limits Joint Insurance Fund, assembled in a public session on May 24, 2018, that:

1. The School Pool For Excess Liability Limits Joint Insurance Fund hereby establishes the following schedule of regular meeting dates. Location is the offices of Arthur J. Gallagher Risk Management Services, Inc., 6000 Sagemore Drive, Suite 6203, Marlton, NJ 08053 with Closed Session beginning at 10:00 a.m., immediately followed by Open Session.

October 12, 2018	April 12, 2019
February 1, 2019	May 23, 2019

2. A copy of all advance notices of Special Meetings of the School Pool For Excess Liability Limits Joint Insurance Fund shall be mailed at least forty-eight (48) hours in advance of the special meeting. These notices shall be sent to each owner group member district, the newspapers designated in this Resolution; and filed with the municipal and/or county clerks to which each owner group member district in the same manner as notices of other public meetings are posted.
3. Any person may request, in writing, that the School Pool For Excess Liability Limits Joint Insurance Fund mail to him or her a copy of the schedule of meetings and/or advance written notice of regular, special or re-scheduled meetings of the School Pool For Excess Liability Limits Joint Insurance Fund. Upon prepayment by such person of the applicable fee set forth in this Resolution, the schedule and/or advance notice shall be mailed to that person. All requests made pursuant to this paragraph shall terminate at midnight, June 30th, subject to renewal thereafter upon filing of a new written request to the School Pool For Excess Liability Limits Joint Insurance Fund together

with prepayment of the applicable fee. Notices requested by news media shall be mailed to one representative of such media free of charge.

4. The following schedule of mailing fees is hereby established:
  - a. For a copy of the schedule of meetings and revisions thereto, the sum of \$10.00 per year.
  - b. For advance written notice of a particular meeting designated in the request, the sum of \$3.00.
  - c. For advance written notice of all regular, special or re-scheduled meetings during the calendar year, the sum of \$10.00.
5. The following newspapers are hereby designated as the official newspapers for transmittal of all notices of the School Pool For Excess Liability Limits Joint Insurance Fund required pursuant to the Open Public Meetings Act:

The Press of Atlantic City (Atlantic & Cape May Counties Editions), Burlington County Times, Gloucester County Times, Today's Sunbeam, and The Bridgeton Evening News.
8. Upon the affirmative vote of three-fourths of the Trustees present, the School Pool For Excess Liability Limits Joint Insurance Fund may hold a meeting without compliance with the notice requirements of this Resolution if such a meeting is required to deal with matters of such urgency and importance that delay for the purpose of providing adequate notice would be likely to result in substantial harm to the public interest, and

**Be It Further Resolved**, that copies of this Resolution shall be provided, within seven (7) days of its adoption, to the newspapers designated above to receive notice of meetings and to the Board Secretary of the member Boards of Education, to the Municipal Clerk of each municipality and the County Clerk of each county encompassed within the geographical limits of the collective owner group membership of the School Pool For Excess Liability Limits Pool Joint Insurance Fund and shall be posted as required by law.

The foregoing resolution was duly adopted by the Board of Trustees of the School Pool For Excess Liability Limits Joint Insurance Fund at a public meeting held on May 24, 2018.

---