

***School Pool for Excess Liability Limits Joint Insurance Fund
SPELL JIF***

Teleconferencing Meeting via Zoom

OPEN SESSION MINUTES

Thursday, May 30, 2024 – 10:00 am

I. MEETING CALLED TO ORDER

The meeting of the School Pool for Excess Liability Limits Joint Insurance Fund (SPELL JIF) was held remotely on Thursday, May 30, 2024 at 10:00 a.m., with Thomas Grossi, Greater Egg Harbor RHSD, Chairperson, presiding.

II. STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETING ACT

Notice of this meeting was given by sending sufficient notice herewith to newspapers recognized by owner groups; filing advance written notice of this meeting with each member and their members districts; and by posting notice on the public bulletin boards of all municipalities served by the member districts of each owner group.

III. ROLL CALL

2023-24 Trustees

Thomas P. Grossi, Greater Egg Harbor RHSD, **Chair** – ACCASBO JIF
Richard J. Kaz, Jr., Northern Burlington County RSD, **Vice Chair** – BCIP JIF
Christopher Veneziani, Hamilton Township SD, **Secretary** – ACCASBO JIF
Robert F. Wachter, Jr., Mt. Laurel Twp BOE, Trustee – BCIP JIF
Joseph Collins, Elk Twp/Delsea Regional, Trustee – GCSSD JIF

2023-24 Trustees absent

Richard J. Kaz, Jr., Northern Burlington County RSD, **Vice Chair** – BCIP JIF
Scott Campbell, Greenwich Township, Trustee – GCSSD JIF

2023-24 Alternate Trustees present

Chandra Anaya, Mainland Regional HS, Alternate Trustee – ACCASBO JIF
Dr. Diane Fox, Middle Township BOE, Alternate Trustee – ACCASBO JIF
Kathleen Huder, Lindenwold BOE, Alternate Trustee – BCIP JIF
Beth Ann Coleman, Collingswood PS/Oaklyn PSD, Alternate Trustee – BCIP JIF
Frank Maurer, Salem County SSSD/Salem County Vo-Tech School District – GCSSD JIF

2023-24 Alternate Trustees absent

Heather Mayhew, Pennsville PSD, Alternate Trustee – GCSSD JIF

Fund Professionals present

Bradford Hoffman, Director of Program Administration – RPA, a division of Gallagher
Craig H. Wilkie, Sr. Program Administrator – RPA, a division of Gallagher (via conference call)
Scott C. Tennant, Sr. Program Strategist– RPA, a subsidiary of Gallagher
Kim Hill, Account Manager-RPA, a subsidiary of Gallagher
Pat Madden, Esquire – Fund Solicitor
Lorraine Verrill, CPA, JIF Treasurer – Verrill & Verrill, LLC
Annette Reap, Recording Secretary

IV. APPROVAL OF MINUTES

Motion by Mr. Veneziani, second by Mr. Wachter, to approve the Minutes of the April 26, 2024 meeting of the SPELL JIF. Motion carried.

V. BUDGET HEARING

A. *Motion* by Mr. Wachter, second by Mr. Veneziani to open the Budget Hearing to the public.

B. *Motion* by Mr. Wachter, second by Mr. Veneziani, to close the Budget Hearing to the public.

Motion by Ms. Coleman, second by Mr. Veneziani, to adopt the 2024-2025 revised Budget. All in favor. Motion carried.

VI. PROFESSIONAL REPORTS

A. Accountant/Treasurer

Ms. Verrill reviewed the May 2024 Bill List and Cash Reconciliation Report for April 2024 found in the agenda. A letter from Fulton Bank, who recently acquired Republic Bank, was included in the agenda.

Motion by Mr. Maurer, second by Mr. Wachter, to approve the May Bill List and April Treasurer's Report. All in favor. Motion carried.

Ms. Verrill left the meeting at 10:06 am.

B. Attorney

No report.

C. Student Accident Program

No report.

D. Virtual Safety Program

Mr. Hillman's report dated May 20, 2024 was included in the agenda packet and reviewed.

Executive Director/Underwriting Manager Summary

1. Underwriting and Finance Director

2024-2025 Renewal Negotiations/Proposal Presentation – MOTION REQUESTED

Mr. Hoffman reviewed the 2024-2025 SPELL JIF Program Renewal Summary provided via a handout. He reviewed each item in detail. The program structure is the same regarding limits. He reiterated that the property program renewal remains challenging. Mr. Hoffman advised that carriers are not quoting more than 30 days out. He stated that it remains a challenging and complex market that continues to get worse. The two biggest challenges are going to be controlling the rate of increase and achieving limits. He is confident that the program will get where it is needed to be by June 15th.

Mr. Hoffman finished reviewing the overall coverage structure and budget for the 2024-2025 fund year and formally requested the SPELL JIF Board of Trustees to give their authority to bind the final coverages, subject to any pending items noted that require closing negotiation with the carriers.

Motion by Mr. Wachter, second by Ms. Coleman, granting authority to bind coverage on the final reinsurance program. All in favor. Motion carried.

2024-2025 Coverage Document Adoption – MOTION REQUESTED

Motion by Ms. Coleman, second by Ms. Huder, to adopt the 2024-2025 Coverage Document. All in favor. Motion carried.

2024-2025 Risk Management Plan - Mr. Hoffman said that his office would provide the 2024-2025 Risk Management Plan via email when coverage is finalized.

2024-2025 Certificate of Coverage – Mr. Hoffman stated that the final version of the Certificate of Coverage would be emailed to all districts once determination of all coverages has been made, coverages are bound and policy numbers provided.

2. Executive Director

2024-2025 Membership Renewal – Mr. Wilkie advised that 39 of the 40 members that were up for membership on July 1, 2024 have renewed and been accepted back into their owner groups. Medford Township BOE did not renew their membership in the BCIP JIF.

Potential Members Update – Mr. Wilkie reported that his office is working with a few potential new members and that information will be shared once things have been finalized.

VII. CALL TO ORDER THE ANNUAL REORGANIZATION MEETING

The annual Reorganization Meeting was called to order at 10:57 a.m.

VIII. SEATING OF 2024-2025 TRUSTEES AND ALTERNATE TRUSTEES – ADOPTION

Motion by Ms. Huder, second by Mr. Maurer, to approve Delegates and Alternate Delegates elected by each Owner Group, and listed below, as Trustees and Alternate Trustees, respectively. All voted in favor. Motion carried by unanimous vote.

IX. Roll Call

A. 2024-2025 Trustees

- ☐ Thomas P. Grossi, Greater Egg Harbor RHSD – ACCASBO JIF
- ☐ Richard J. Kaz, Jr., Northern Burlington County RSD – BCIP JIF
- ☐ Christopher Veneziani, Hamilton Township BOE, Trustee– ACCASBO JIF
- ☐ Robert F. Wachter, Jr., Mt. Laurel Twp BOE – BCIP JIF
- ☐ Joseph Collins, Elk Twp/Delsea Regional, Trustee – GCSSD JIF
- ☐ Scott Campbell, Greenwich Township, Trustee – GCSSD JIF

B. 2024-2025 Alternate Trustees

- ☐ Chandra Anaya, Egg Harbor Twp SD, Alternate Trustee – ACCASBO JIF
- ☐ Dr. Diane Fox, Middle Township BOE, Alternate Trustee – ACCASBO JIF
- ☐ Kathleen Huder, Lindenwold BOE, Alternate Trustee – BCIP JIF
- ☐ Beth Ann Coleman, Alternate Trustee – BCIP JIF
- ☐ Heather Mayhew, Pennsville PSD, Alternate Trustee – GCSSD JIF
- ☐ Frank Maurer, Salem County SSSD/Salem County Vo-Tech School District – GCSSD JIF

X. NOMINATIONS – ADOPTION

A. Election of Officers (Chair, Vice Chair, and Secretary) – Nominations for the 2024-25 Fund Year: Tom Grossi, Chair; Richard Kaz, Vice Chair; Christopher Veneziani, Secretary.

Motion by Ms. Coleman, second by Ms. Huder, to accept and approve the above nominees for SPELL JIF Officers for Fund Year 2024-2025. Upon roll call vote, all voted in favor. Motion carried.

XI. OATHS OF OFFICE

Oaths of Office will be provided by email. All Oaths of Office should be signed and returned to Ms. Reap.

XII. 2024-25 Reorganization Resolutions – ADOPTION

Motion by Ms. Coleman, second by Mr. Maurer, to approve Reorganization Resolutions 2024-01 through 2024-11, listed in the Agenda. Upon roll call vote, all voted in favor. Motion carried.

XIII. MISCELLANEOUS BUSINESS AND PUBLIC COMMENT

The next meeting of the SPELL JIF is scheduled to be held on Friday, October 10, 2024 at 10:00 a.m. at the RPA/Gallagher offices, 6000 Sagemore Drive, Suite 6203, Marlton, NJ 08053.

XIV. MOTION REQUESTED to adjourn the meeting

Motion by Ms. Anaya, second by Ms. Huder, to adjourn the May 30, 2024 meeting of the SPELL JIF. All in favor. Motion carried by unanimous vote.

The meeting adjourned at 11:10 a.m.


