

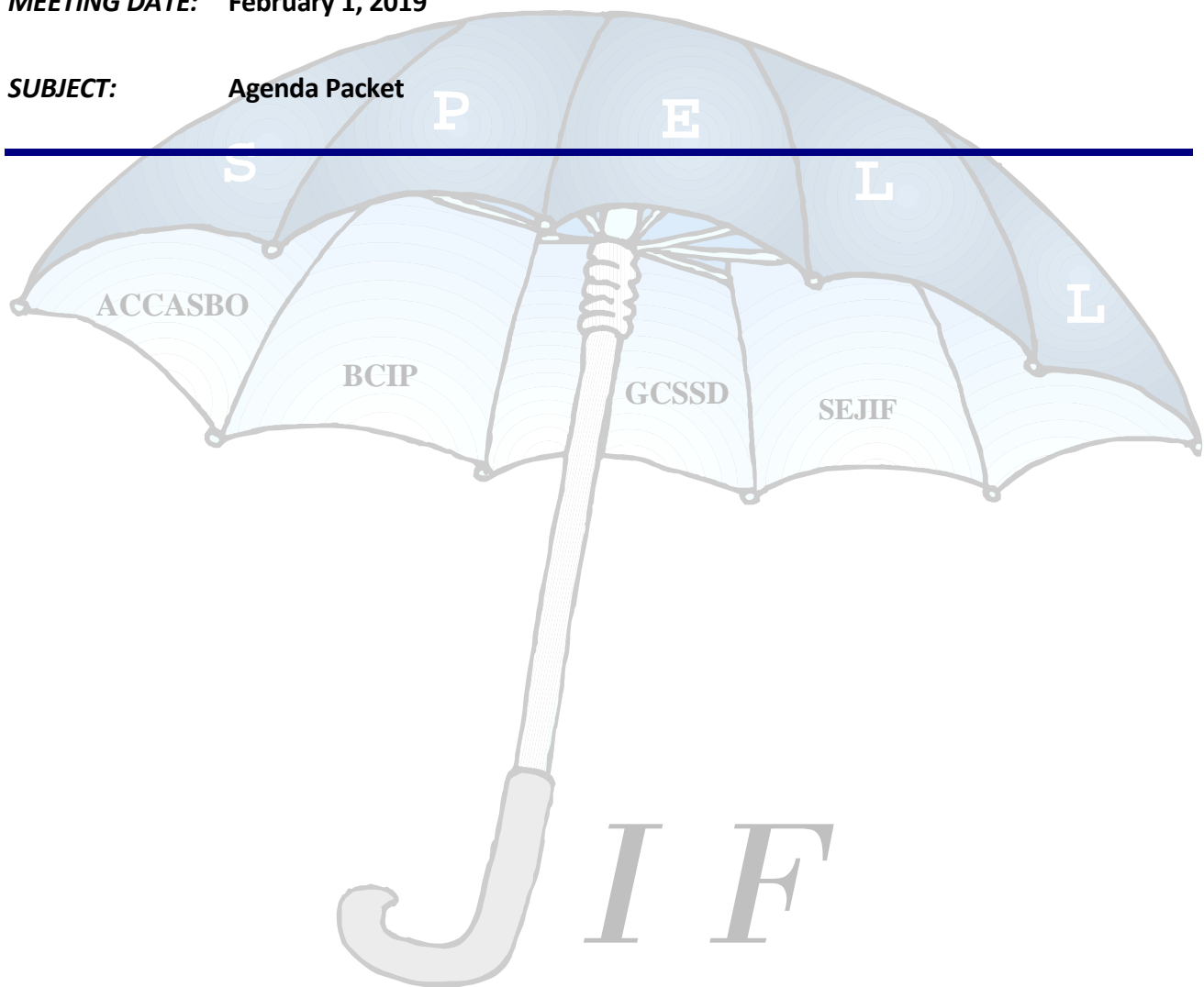
# ***SCHOOL POOL FOR EXCESS LIABILITY LIMITS JOINT INSURANCE FUND***

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

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

**MEETING DATE:** February 1, 2019

**SUBJECT:** Agenda Packet



Enclosed please find the agenda packet for the SPELL JIF Board of Trustees Meeting which will be held on **Friday, February 1, 2019** at **10:00 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, February 1, 2019 – 10:00 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. **2018-19 Trustees**
    - ☐ Thomas P. Grossi, Greater Egg Harbor RHSD, **Chair** – ACCASBO JIF
    - ☐ Cherie Bratty, Upper Deerfield Twp School District, **Vice Chair** – GCSSD JIF
    - ☐ Robert F. Wachter, Jr., Mt. Laurel Twp BOE, **Secretary** – BCIP JIF
    - ☐ Joseph Smurlo, Egg Harbor City School District – ACCASBO JIF
    - ☐ Richard J. Kaz, Jr., Northern Burlington County RSD, Trustee – BCIP JIF
    - ☐ Margaret F. Meehan, Washington Twp BOE – GCSSD JIF
  - B. **2018-19 Alternate Trustees**
    - ☐ Christopher Veneziani, Folsom BOE, Alternate Trustee– ACCASBO JIF
    - ☐ Kim Robinson, Mainland Regional High School, Alternate Trustee – ACCASBO JIF
    - ☐ Michael Colling, Medford Lakes SD, Alternate Trustee – BCIP JIF
    - ☐ Diana Schiraldi, Eastern Camden County RSD, Alternate Trustee – BCIP JIF
    - ☐ Joseph Collins, Elk Twp School District, Alternate Trustee – GCSSD JIF
    - ☐ Christopher Rodia, Westville/Woodbury Heights, 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 – Gallagher
    - ☐ Scott C. Tennant, Area Vice President – Gallagher
    - ☐ Bradford Hoffman, Area Executive Vice President – Gallagher
    - ☐ Jennifer Fox, Sr. Account Manager – Gallagher
    - ☐ Louis J. Greco, Esquire, Fund Solicitor
    - ☐ Lorraine Verrill, CPA, Fund Treasurer – Verrill & Verrill, LLC
    - ☐ Vacancy, Recording Secretary

- IV. Approval of Minutes – **ADOPTION**
  - A. October 12, 2018 Minutes ..... Pages 4-7
- V. Professional Reports
  - A. Accountant/Treasurer – **MOTION REQUESTED**
    - 1. Bill Lists (November 2018-January 2019) ..... Pages 8-10
    - 2. Cash Reconciliation Reports (October-December 2018) ..... Pages 11-13
  - B. Attorney ..... No Report
  - C. Student Accident Program Report ..... No Report
  - D. Executive Director/Underwriting & Finance Director Report..... Pages 14-15
    - 1. EXECUTIVE DIRECTOR
      - a. 2019-2020 Membership Renewal ..... Summary
      - b. PublicSchoolWorks Course Expansion-**MOTION REQUESTED**..... Summary
      - c. SPELL 2019 Joint Retreat-**MOTION REQUESTED**..... Summary
    - 2. UNDERWRITING & FINANCE DIRECTOR
      - a. Resolution 2018-12 Change in Designated Executive Director-**MOTION REQUESTED** ..... Pages 16-17
      - b. Contract Matter-Public School Works and CompanyNurse..... Pages 18-19
      - c. Financial Performance Update ..... Summary
      - d. Financial Audit Summary Review-June 30, 2018..... Summary
      - e. Renewal Update/Timeline ..... Summary
      - f. Excess & Reinsurance Partner Update ..... Summary
      - g. Initial Budget Outlook 2019-20-**MOTION REQUESTED**..... Handout
- VI. **MOTION REQUESTED – Resolution 2018-13** to go into Closed Session
- VII. **MOTION REQUESTED** to come out of Closed Session
- VIII. **MOTION REQUESTED – Resolution 2018-14** Appointing Environmental Assessment Consultant ..... Page 20
- IX. **MOTION REQUESTED** to approve Recording Secretary for the SPELL JIF ..... Page 21
- X. **Miscellaneous Business and Public Comment**  
The next meeting of the SPELL JIF is scheduled to be held on **Friday, April 12, 2019** at 10:00 a.m. at the offices of Arthur J. Gallagher Risk Management Services, Inc., 6000 Sagemore Drive, Suite 6203, Marlton, NJ 08053.
- XI. **MOTION REQUESTED** to Adjourn Meeting