

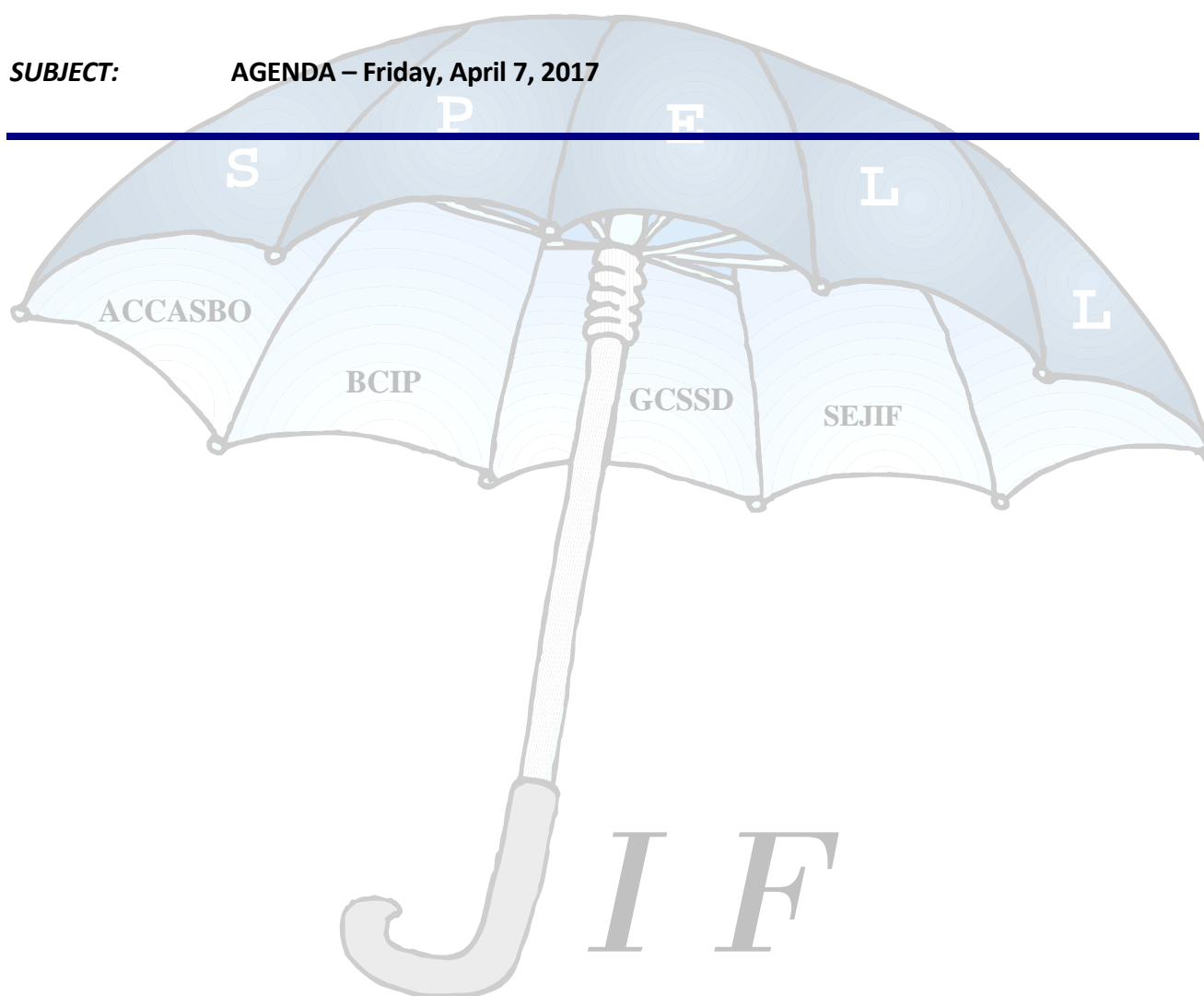
SCHOOL POOL FOR EXCESS LIABILITY LIMITS JOINT INSURANCE FUND

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

DATE: March 31, 2017

SUBJECT: AGENDA – Friday, April 7, 2017



Enclosed please find the agenda packet for the SPELL JIF Board of Trustees Meeting which will be held on **Friday, April 7, 2017** at **9:30 a.m.** at the office of **Arthur J. Gallagher Risk Management Services, Inc., 6000 Sagemore 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, April 7, 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. **2016-17 Trustees**
 - Thomas J. Fanuka, Lumberton Twp BOE – SPELL Chair – BCIP JIF
 - Joseph Smurlo, Egg Harbor City School District, SPELL Vice Chair – ACCASBO JIF
 - Margaret F. Meehan, Washington Twp BOE, SPELL Secretary – 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. **2016-17 Alternate Trustees**
 - Suzanne Keller, Somers Point 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. February 3, 2017 MinutesPages 4-7

- V. Professional Reports
 - A. Accountant/Treasurer – **MOTION REQUESTED**
 - 1. Bill Lists (Feb/Mar 2017) Pages 8-9
 - 2. Cash Reconciliation Reports (Jan/Feb 2017)Pages 10-11
 - B. AttorneyNo Report
 - C. Executive Director/Underwriting & Finance Director Report.....Pages 12-13
 - 1. EXECUTIVE DIRECTOR
 - a. 2017-2018 Membership RenewalSummary
 - b. Potential New MembersSummary
 - c. Website UpdateSummary
 - d. Conference UpdateSummary
 - e. SPELL JIF Retreat Planning Meeting.....Summary
 - f. Mold and Environmental Issues SeminarSummary
 - g. Boiler Operator Refresher TrainingSummary
 - h. Proposed Meeting Dates 2017-18..... Page 14
 - i. Incubator Concept-Cutting Edge Risk Management ServicesSummary
 - j. Cyber Audit Status.....Summary
 - k. Contracts-Compliance with State RequirementsSummary
 - 2. UNDERWRITING & FINANCE DIRECTOR
 - a. 2017-2018 Renewal Process-Excess/Reinsurance Partner UpdateSummary
 - b. 2017-2018 Budget Process-Vendor ReviewSummary
 - c. Coverage and Program Discussion ItemsSummary

- VI. **Miscellaneous Business and Public Comment**

The next meeting of the SPELL JIF is scheduled to be held on **Thursday, May 25, 2017** at 9:30 a.m. at Arthur J. Gallagher Risk Management Services, Inc., 6000 Sagemore Drive, Suite 6203, Marlton, NJ 08053.

- VII. **MOTION REQUESTED** to Adjourn Meeting.