
SCHOOL EXCESS LIABILITY JOINT INSURANCE FUND

**REORGANIZATION MEETING AGENDA
October 26, 2016**

- I. Call to Order**
- II. Open Public Meetings Statement**
- III. Roll Call**
- IV. Introduction of Guests**
- V. General Fund Business**
 - A. Resolution 16-01**
 - 1. Authorizing the Election of the Fund's Officers/Board of Trustees and Alternate Trustees
- VI. Board of Trustees' Business**
 - A. Approval of the May 27, 2016 Board of Trustees' Open Meeting Minutes**
 - B. Reports**
 - 1. Chairperson**
 - 2. Secretary**
 - 3. Attorney – Saul Ewing - M. Paige Berry**
 - 1. Resolutions 16-02 through 16-12
 - a. Appointment of Service Providers for the 2016/2017 Fund Year
 - (1). Actuary- The Actuarial Advantage
 - (2). Attorney-Saul Ewing LLP
 - (3). Auditor-Withum, Smith + Brown, PC
 - (4). Claims Servicing-Highland Claim Services, Inc.
 - (5). Custodian of Funds-Kenneth MacMillan
 - (6). Investment Manager-PFM Asset Management, LLC
 - b. Authorizing the Execution of Contracts with Service Providers
 - (1). Actuary-The Actuarial Advantage
 - (2). Attorney-Saul Ewing LLP
 - (3). Auditor-Withum, Smith + Brown, PC
 - (4). Claims Servicing-Highland Claim Services, Inc.
 - (5). Custodian of Funds-Kenneth MacMillan
 - (6). Investment Manager-PFM Asset Management, LLC
 - c. Designating the Administrator as Agent
 - d. Appointment of Public Agency Compliance Officer
 - e. Adoption of the Cash Management Plan for Fund Year 2016/2017
 - f. Designation of Official Depositories
 - g. Designation of Individuals Authorized as the Fund's Signatories
 - h. Designating a Meeting Place, Schedule and official Newspapers for the Fund Year 2016/2017
 - i. Approval of Highland Claim Services, Inc., as a Certifying and Approving Officer
 - j. Approval of the Claims Committee as a Certifying and Approving Office
 - k. Approval of Amended Defense Counsel List

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C. Treasurer – Ken MacMillan

1. Approval of the Treasurer’s Report for all Fund Years
2. Approval of the Bill List for all Fund Years
3. Actuarial Report as of June 30, 2016-Actuarial Advantage (available upon request)
4. Financial Report as of June 30, 2016-Withum, Smith + Brown
(will be sent under separate cover)
5. Resolution Certifying Annual Audit
6. Certification of Governing Body

D. Administrator – Risk & Loss Managers, Inc./Public Entity Group Administrative Services

VII. Old Business

VIII. New Business

1. **Motion to Open the Public Hearing on the 2015/2016 Fund Year Budget-Revision #1**
2. **Motion to Close The Public Hearing and Adopt the 2015/2016 Fund Year Budget-Revision #1**
3. **Motion to Open The Public Hearing on the 2016/2017 Fund Year Budget**
4. **Motion to Close The Public Hearing and Adopt the 2016/2017 Fund Year Budget**

IX. Public Comment

X. Closed Session (if needed)

XI. Claims Sub-Committee Report

Ratification of the June 13, 2016, August 8, 2016, September 12, 2016 and October 11, 2016 Claims Committee Meeting Minutes (To be distributed at the meeting.)

XII. Adjournment