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**SCHOOL EXCESS LIABILITY FUND**

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**BOARD OF TRUSTEES' MEETING MINUTES**

June 14, 2017

**I. Call to Order – Chairperson Carfagno**

The meeting was called to order at 12:00 p.m. by Robert Carfagno.

**II. Open Public Meetings Statement Read – Chairperson Carfagno**

The Open Public Meeting Act was read by Robert Carfagno.

**III. Roll Call**

Board of Trustees

		<u>Attendance</u>
Thomas Egan	Cinnaminson Board of Education	Absent
Robert Carfagno	Cranford Board of Education	Present
Kim Clelland	Manville Board of Education	Present
Gail Woicekowski	Hackettstown Board of Education	Absent

Board of Trustees - Alternates

Lou Pepe	Summit Board of Education	Absent
Steve Terhune	Southern Regional Board of Education	Absent
Don Sternberg	North Plainfield Board of Education	Present

Also Present

Barbara Murphy                      Risk & Loss Managers, Inc.  
Craig Klein

**IV. Introduction of Guests**

There were no introductions.

**V. Minutes**

**A. Approval of the October 26, 2016 Reorganization Meeting Minutes**

*Motion* to approve the October 26, 2016 Reorganization Meeting Minutes.

**Moved:**        Kim Clelland

**Seconded:**    Don Sternberg

**Vote:**    Approved: Unanimous                      Nay:

**VI. Reports**

**A. Chairperson – Robert Carfagno**

There was no report

**B. Secretary – Kim Clelland**

There was no report.

**C. Attorney’s Report – Paige Berry**

There was no report.

**D. Treasurer’s Report – Barbara Murphy**

Barbara Murphy presented the bill list and treasurer’s report.

1. Approval of the Treasurer’s Report and Bill list for all fund years totaling \$3,227,646.51.

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*Motion* to approve the Treasurer's Report and Bill list for all Fund Years.

**Moved:** Kim Clelland

**Seconded:** Don Sternberg

**Vote:** Approved: Unanimous      Nay:

**E. Administrator-Risk and Loss Managers, Inc./Public Entity Group Administrative Services**

Barbara Murphy reported the proposed meeting schedule was included in the agenda packet.

**F. Claims Servicing Organization – Highland Claim Services, Inc.**

There was no report.

**VII. Old Business**

There was no old business.

**VIII. New Business**

**A. *Motion* to Introduce the 2016/2017 Fund Year Budget - Revision #1.**

**Moved:** Robert Carfagno

**Seconded:** Kim Clelland

**Vote:** Approved: Unanimous      Nay:

Barbara Murphy presented the 2017-2018 fund year budget.

**B. *Motion* to Introduce the 2017-2018 Fund Year Budget and Certify the Assessments.**

**Moved:** Kim Clelland

**Seconded:** Don Sternberg

**Vote:** Approved: Unanimous      Nay:

**C. Resolution 16-14 Approving the Risk Management Plan for the 2017/2018 Fund Year**

*Motion* to Approve Resolution 16-14 Approving the Risk management Plan for the 2017/2018 Fund Year.

**Moved:** Kim Clelland

**Seconded:** Don Sternberg

**Vote:** Approved: Unanimous      Nay:

**IX. Public Comment**

There was no public comment.

**X. Closed Session**

*Motion* to adjourn to Closed Session.

**Moved:** Kim Clelland

**Seconded:** Don Sternberg

**Vote:** Approved: Unanimous      Nay:

Open session adjourned at 11:51 a.m.

*Motion* to resume Open Session

**Moved:** Kim Clelland

**Seconded:** Don Sternberg

**Vote:** Approved: Unanimous      Nay:

The meeting was adjourned at 12:06 p.m.

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**XI. Open Session Resumes**

*Motion* to approve actions established in closed session.

**Moved:** Kim Clelland

**Seconded:** Don Sternberg

**Vote:** Approved: Unanimous      Nay:

**XII. Claims Sub-Committee Report**

**A. Ratification of the Claims Sub-Committee's November 14, 2016, December 12, 2016, January 9, 2017, February 13, 2017, April 10, 2017 and June 12, 2017 Meeting Minutes**

*Motion* to ratify the Claim Sub-Committee's November 14, 2016, December 12, 2016, January 9, 2017, February 13, 2017, April 10, 2017, and June 12, 2017 Meeting Minutes.

**Moved:** Kim Clelland

**Seconded:** Don Sternberg

**Vote:** Approved: Unanimous      Nay:

**XIII. Adjournment**

*Motion* to adjourn the meeting.

**Moved:** Kim Clelland

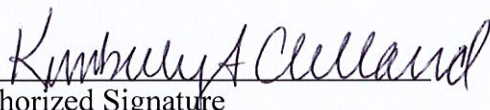
**Seconded:** Don Sternberg

**Vote:** Approved: Unanimous      Nay:

The meeting was adjourned at 12:11 p.m.

The next meeting will be held at **11:00 a.m.** on **Wednesday, October 25, 2017** at the **Sheraton Atlantic City Convention Center Hotel, Atlantic City, New Jersey.**

Respectfully Submitted,

  
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Authorized Signature