

**SCHOOL EXCESS LIABILITY FUND**

---

**BOARD OF TRUSTEE MEETING MINUTES  
December 19, 2023**

**I. Call to Order - Robert Carfagno, Chairperson**

The meeting was called to order at 12:04 p.m. by Robert Carfagno, Chairperson.

**II. Open Public Meeting Statement - Robert Carfagno, Chairperson**

The Open Public Meeting Act was read by Robert Carfagno, Chairperson.

**III. Roll Call**

Fund Commissioners

		<u>Attendance</u>
Robert Carfagno	Diploma Joint Insurance Fund	Present
Joseph Kelly	School Alliance Insurance Fund	Present
Eric Larson	Diploma Joint Insurance Fund	Absent
Staci Horne	School Alliance Insurance Fund	Present

Alternate Fund Commissioners

George Spina	Diploma Joint Insurance Fund	Absent
Barbara Decker	School Alliance Insurance Fund	Absent

Others Present:

Barbara Murphy	Risk & Loss Managers, Inc.
Craig Klein	
Chuck Hartsoe	PEGAS
Lisa Pflug	Highland Claim Services
Linda Wehner	
Paige Berry	Saul Ewing, LLP

**IV. Introduction of Guests**

There were no introductions.

**V. Approval of the November 30, 2023 Board of Trustees' Meeting Minutes.**

**Motion** to approve the November 30, 2023 Board of Trustees' Meeting Minutes.

**Moved:** Staci Horne

**Seconded:** Joseph Kelly

**Vote:** Approved: Unanimous      Nay:      Abstain:

**VI. Reports**

**A. Treasurer's Report**

Robert Carfagno presented the Bill List.

1. Approval of the Bill List for all fund years.

**Motion** to approve the Treasurer's Report and Bill list for all fund years totaling \$201,826.47.

**Moved:** Joseph Kelly

**Seconded:** Staci Horne

**Vote:** Approved: Unanimous      Nay:

**SCHOOL EXCESS LIABILITY FUND**

---

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

Report deferred to Closed Session.

**C. Public Comment**

There was no Public Comment.

**D. Closed Session**

*Motion* to enter closed session.

**Moved:** Staci Horne

**Seconded:** Joseph Kelly

**Vote:** Approved: Unanimous                      Nay:

Open Session was adjourned at 12:06 p.m.

*Motion* to adjourn closed session.

**Moved:** Joseph Kelly

**Seconded:** Staci Horne

**Vote:** Approved: Unanimous                      Nay:

Open Session resumed at 12:18 p.m.

**E. Open Session Resumes**

*Motion* to approve payment authorization requests presented.

**Moved:** Staci Horne

**Seconded:** Joseph Kelly

**Vote:** Approved: Unanimous                      Nay:

*Motion* to authorize the Fund Administrator to facilitate the required request for proposal with respect to the 2024-2025 property coverage.

**Moved:** Joseph Kelly

**Seconded:** Staci Horne

**Vote:** Approved: Unanimous                      Nay:

**VII. Adjournment**

*Motion* to adjourn the meeting.

**Moved:** Staci Horne

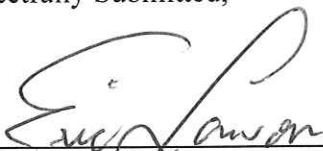
**Seconded:** Joseph Kelly

**Vote:** Approved: Unanimous                      Nay:

The meeting was adjourned at 12:24 p.m.

The next meeting will be held on **Wednesday, June 12, 2024 at 10:00 a.m.** via Zoom.

Respectfully Submitted,

  
\_\_\_\_\_  
Authorized Signature

  
\_\_\_\_\_  
Date