
SCHOOL EXCESS LIABILITY FUND

REORGANIZATION MEETING MINUTES

July 20, 2023

I. Call to Order - Robert Carfagno, Chairperson

The meeting was called to order at 10:08 a.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
Gail Libby	School Alliance Insurance Fund	Absent
Eric Larson	Diploma Joint Insurance Fund	Present
Staci Horne	School Alliance Insurance Fund	Present
George Spina	Diploma Joint Insurance Fund	Absent
Barbara Decker	School Alliance Insurance Fund	Absent

Others Present:

Barbara Murphy	Risk & Loss Managers, Inc.
Craig Klein	
Bill Young	PEGAS
Chuck Hartsoe	
M. Paige Berry	Saul Ewing Arnstein & Lehr, LLP
Robert Granata	Highland Claim Services

IV. Introduction of Guests

There were no introductions.

V. General Fund Business

A. Resolution 23-01 Authorizing the Election of the Fund's Officers/Board of Trustees and Alternate Trustees.

Robert Carfagno presented the slate of Officers/Board of Trustees' and Alternate Trustees. Robert Carfagno asked for additional nominations, no other nominations were presented.

Motion to nominate Robert Carfagno as Chairperson, Joseph Kelly as Vice-Chairperson, Eric Larson as Secretary, Staci Horne as Trustee and Barbara Decker and George Spina as Alternate Trustees.

Moved: Staci Horne

Seconded: Eric Larson

Vote: Approved: Unanimous Nay:

Motion to approve Resolution 23-01 Authorizing the Election of the Fund's Officers, Board of Trustees and Alternate Trustees.

Moved: Staci Horne

Seconded: Eric Larson

SCHOOL EXCESS LIABILITY FUND

Vote: Approved: Unanimous Nay:

VI. Board of Trustees' Business

A. Approval of the May 25, 2023 Board of Trustees Open & Closed Meeting Minutes.

Motion to approve the May 25, 2023 Board of Trustees Open & Closed Meeting Minutes.

Moved: Eric Larson

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

B. Chairperson - Robert Carfagno

The Chairperson appointed the following Trustees to serve on the finance sub-committee: Robert Carfagno as Chairperson, and Joseph Kelly with Staci Horne alternate.

In addition to serving on the finance sub-committee the Chairperson appointed the following to serve on the claims sub-committee: Eric Larson as Chairperson, and Staci Horne with Barbara Decker alternate.

C. Secretary - Eric Larson

There was no report.

D. Attorney's Report - Saul Ewing, LLP

The fund attorney presented the following resolutions.

1. Resolutions 23-02 through 23-11
 - a. Appointment of Service Providers
Resolution 23-02 Appointing Service Providers for the 2023/2024 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. Resolution 23-03 Authorizing the Execution of Contracts with Service Providers for the 2023/2024 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
 - c. Resolution 23-04 Designating the Administrator as Agent to Receive Service of Process on Behalf of the Fund and Designation of the Official Place Where the Records and Books of the Fund Shall be Maintained.
 - d. Resolution 23-05 Designating the Appointment of the Fund's Public Agency Compliance Officer.
 - e. Resolution 23-06 Adopting the Cash Management Plan for the 2023/2024 fund year.
 - f. Resolution 23-07 Designating the Official Depositories of the Fund.

SCHOOL EXCESS LIABILITY FUND

- g. Resolution 23-08 Designating the Individuals as the Fund's Signatories for the 2023/2024 fund year.
- h. Resolution 23-09 Establishment of Interest Rate on Delinquent Assessments.
- i. Resolution 23-10 Adopting the Meeting Place, Schedule, and Official Newspapers for the 2023/2024 fund year.
- j. Resolution 23-11 Approval of Certifying and Approving Officers.
Motion to approve Resolutions 23-02 through 23-11.
Moved: Staci Horne
Seconded: Eric Larson
Vote: Approved: Unanimous Nay:

E. Treasurer's Report - Barbara Murphy

Barbara Murphy presented the Treasurer's Report and Bill List.

Approval of the Treasurer's Report and Bill List for all fund years.

Motion to approve the Treasurer's Report and Bill list for all fund years totaling \$3,849,824.44.

Moved: Staci Horne

Seconded: Eric Larson

Vote: Approved: Unanimous Nay:

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

SMJ motion for NB-Bob C & Staci

G. Claims Servicing Organization - Highland Claim Services

There was no report.

H. Old Business

There was no old business.

I. New Business

- 1. **Motion** to open the public hearing on the 2023/2024 Fund Year Budget

Moved: Eric Larson

Seconded: Staci Horne

Vote: Approved: Unanimous Nay:

- 2. **Motion** to close the public hearing and adopt the 2023/2024 Fund Year Budget.

Moved: Staci Horne

Seconded: Eric Larson

Vote: Approved: Unanimous Nay:

J. Claims Sub-Committee Report

Motion to approve the amended January 9, 2023 claims committee meeting minutes.

Moved: Staci Horne

Seconded: Eric Larson

Vote: Approved: Unanimous Nay:

SCHOOL EXCESS LIABILITY FUND

K. Public Comment

There was no public comment.

L. Closed Session

There was no closed session.

M. Adjournment

Motion to adjourn the meeting.

Moved: Staci Horne

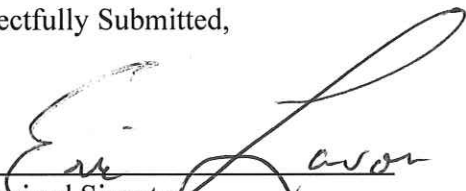
Seconded: Eric Larson

Vote: Approved: Unanimous Nay:

The meeting was adjourned at 10:20 a.m.

The next meeting will be held on November 30, 2023 at 11:00 a.m. via Zoom.

Respectfully Submitted,



Authorized Signature

Date 11/30/23