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**SCHOOL EXCESS LIABILITY FUND**

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**BOARD OF TRUSTEES' MEETING MINUTES**

May 22, 2025

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

The telephonic meeting was called to order at 12:30 p.m. by Robert Carfagno, Chairperson.

**II. Open Public Meetings Statement Read - Robert Carfagno, Chairperson**

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

**III. Roll Call**

Board of Trustees

|                 |                                | <u>Attendance</u> |
|-----------------|--------------------------------|-------------------|
| Robert Carfagno | Diploma Joint Insurance Fund   | Present           |
| Staci Horne     | School Alliance Insurance Fund | Present           |
| Eric Larson     | Diploma Joint Insurance Fund   | Present           |
| Michael Blake   | School Alliance Insurance Fund | Absent            |

Board of Trustees - Alternates

|                    |                                |        |
|--------------------|--------------------------------|--------|
| George Spina       | Diploma Joint Insurance Fund   | Absent |
| Samantha Dembowski | School Alliance Insurance Fund | Absent |

Also Present

|                |   |
|----------------|---|
| Barbara Murphy | Risk & Loss Managers, Inc.                  |
| Craig Klein    |   |
| Chuck Hartsoe  | Public Entity Group Administrative Services |
| M. Paige Berry | Saul Ewing                                  |
| Robert Granata | Highland Claims                             |

**IV. Introduction of Guests**

There were no introductions.

**V. Minutes**

**A. Approval of the December 5, 2024 Board of Trustees' Open Meeting Minutes**

**Motion** to approve the December 5, 2024 Board of Trustees' Open Meeting Minutes.

**Moved:** Staci Horne

**Seconded:** Eric Larson

**Vote:** Approved: Unanimous      Nay:

**VI. Reports**

**A. Chairperson – Robert Carfagno**

There was no report

**B. Secretary – Eric Larson**

There was no report.

**C. Attorney's Report – Saul Ewing, LLP**

There was no report.

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### D. Treasurer's Report

Robert Carfagno presented the bill list.

1. Approval of the Bill list for all fund years totaling \$3,780,682.92.

**Motion** to approve the Bill list for all Fund Years.

**Moved:** Eric Larson

**Seconded:** Staci Horne

**Vote:** Approved: Unanimous      Nay:

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

1. 2025/2026 Proposed Meeting Schedule

Barbar Murphy lead a discussion on moving the meeting time to 12 noon. The consensus was to change the start time for the meetings to 12 noon and the Administrator will check with facility to confirm availability for May 2026 meeting.

2. Excess Property Coverage - 2025/2026 Fund Year

Barbara Murphy reported that as was done for the current fund year with respects to the excess property coverage, SEL needs to approve a 2025/2026 fund year contract for excess property coverage due to the cost exceeding the \$12,500,000 reporting limit criteria of the Office of State Comptroller.

**Resolution 24-15 Approving Awarding an Extraordinary Unspecifiable Services Contract for Excess Property Coverage**

**Motion** to approve Resolution 24-15 Awarding an Extraordinary Unspecifiable Services Contract with Alliant Property Insurance Program for Excess Property Coverage.

**Moved:** Staci Horne

**Seconded:** Eric Larson

**Vote:** Approved: Unanimous      Nay:

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

There was no report.

### G. Old Business

There was no old business.

### H. New Business

1. **Motion** to Introduce the 2024/2025 Fund Year Budget Revision #1.

**Moved:** Eric Larson

**Seconded:** Staci Horne

**Vote:** Approved: Unanimous      Nay:

Barbara Murphy presented the 2025/2026 Fund Year budget.

2. **Motion** to Introduce the 2025/2026 Fund Year Budget and Certify the Assessments.

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**Moved:** Staci Horne  
**Seconded:** Eric Larson  
**Vote:** Approved: Unanimous      Nay:

**I. Claims Sub-Committee Report**

1. Ratification of the Claims Sub-Committee's December 11, 2024, January 13, 2025, February 10, 2025, March 11, 2025, April 14, 2025 and May 16, 2025 Meeting Minutes

**Motion** to ratify the Claim Sub-Committee's December 11, 2024, January 13, 2025, February 10, 2025, March 11, 2025, April 14, 2025 and May 16, 2025 Meeting Minutes.

**Moved:** Staci Horne  
**Seconded:** Eric Larson  
**Vote:** Approved: Unanimous      Nay:

**J. Public Comment**

There was no public comment.

**K. Closed Session**

**Motion** to enter closed session.

**Moved:** Eric Larson  
**Seconded:** Staci Horne  
**Vote:** Approved: Unanimous      Nay:  
Open Session was adjourned at 12:56 p.m.

**Motion** to adjourn closed session.

**Moved:** Eric Larson  
**Seconded:** Staci Horne  
**Vote:** Approved: Unanimous      Nay:  
Open Session resumed at 1:03 p.m.

**VII. Adjournment**

**Motion** to adjourn the meeting.

**Moved:** Staci Horne  
**Seconded:** Eric Larson  
**Vote:** Approved: Unanimous      Nay:  
The meeting was adjourned at 1:04 p.m.

The next meeting will be held on **Thursday, July 17, 2025 via Zoom.**

Respectfully Submitted,

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

7-22-25  
\_\_\_\_\_  
Date