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**SCHOOL EXCESS LIABILITY FUND**

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**BOARD OF TRUSTEES' MEETING MINUTES**

May 25, 2023

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

The telephonic meeting was called to order at 11:49 a.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

Attendance

|                 |                                |         |
|-----------------|--------------------------------|---------|
| 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 | Absent  |

Board of Trustees - Alternates

|                |                                |         |
|----------------|--------------------------------|---------|
| George Spina   | Diploma Joint Insurance Fund   | Present |
| Barbara Decker | School Alliance Insurance Fund | Absent  |

Also Present

|                |   |
|----------------|---|
| Barbara Murphy | Risk & Loss Managers, Inc.                  |
| Craig Klein    |   |
| Chuck Hartsoe  | Public Entity Group Administrative Services |

**IV. Introduction of Guests**

There were no introductions.

**V. Minutes**

**A. Approval of the November 22, 2022 Board of Trustees' Meeting Minutes**

**Motion** to approve the November 22, 2022 Board of Trustees' Meeting Minutes.

**Moved:** Eric Larson

**Seconded:** George Spina

**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**

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 \$6,633,306.84.

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

**Moved:** Eric Larson

**Seconded:** George Spina

**Vote:** Approved: Unanimous      Nay:

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

1. 2023/2024 Proposed Meeting Schedule

**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 open the public hearing on the 2022/2023 Fund Year Budget - Revision #1.

**Moved:** Eric Larson

**Seconded:** George Spina

**Vote:** Approved: Unanimous      Nay:

2. **Motion** to close the public hearing and adopt the 2022/2023 Fund Year Budget - Revision #1.

**Moved:** George Spina

**Seconded:** Eric Larson

**Vote:** Approved: Unanimous      Nay:

Barbara Murphy presented the 2023-2024 Fund Year budget.

3. **Motion** to Introduce the 2023-2024 Fund Year Budget and Certify the Assessments.

**Moved:** George Spina

**Seconded:** Eric Larson

**Vote:** Approved: Unanimous      Nay:

**I. Claims Sub-Committee Report**

1. Ratification of the Claims Sub-Committee's January 9, 2023, February 13, 2023, March 14, 2023 and May 8, 2023 Meeting Minutes

**Motion** to ratify the Claim Sub-Committee's January 9, 2023, February 13, 2023, March 14, 2023 and May 8, 2023 Meeting Minutes.

**Moved:** George Spina

**Seconded:** Eric Larson

**Vote:** Approved: Unanimous      Nay:

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**J. Public Comment**

There was no public comment.

**K. Closed Session**

**Motion** to enter closed session.

**Moved:** George Spina

**Seconded:** Eric Larson

**Vote:** Approved: Unanimous                      Nay:

Open Session was adjourned at 11:55 a.m.

**Motion** to adjourn closed session.

**Moved:** George Spina

**Seconded:** Eric Larson

**Vote:** Approved: Unanimous                      Nay:

Open Session resumed at 12:04 p.m.

**VII. Adjournment**

**Motion** to adjourn the meeting.

**Moved:** Eric Larson

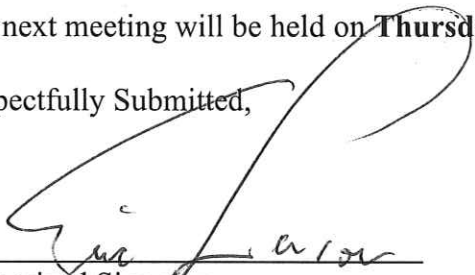
**Seconded:** George Spina

**Vote:** Approved: Unanimous      Nay:

The meeting was adjourned at 12:14 p.m.

The next meeting will be held on **Thursday, July 20, 2023 via Zoom.**

Respectfully Submitted,

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

7/20/23  
\_\_\_\_\_  
Date