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
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thomas Egan</td>
<td>Cinnaminson Board of Education</td>
<td>Absent</td>
</tr>
<tr>
<td>Robert Carfagno</td>
<td>Cranford Board of Education</td>
<td>Present</td>
</tr>
<tr>
<td>Kim Clelland</td>
<td>Manville Board of Education</td>
<td>Present</td>
</tr>
<tr>
<td>Gail Woicikowski</td>
<td>Hackettstown Board of Education</td>
<td>Absent</td>
</tr>
</tbody>
</table>

Board of Trustees - Alternates
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lou Pepe</td>
<td>Summit Board of Education</td>
<td>Absent</td>
</tr>
<tr>
<td>Steve Terhune</td>
<td>Southern Regional Board of Education</td>
<td>Absent</td>
</tr>
<tr>
<td>Don Sternberg</td>
<td>North Plainfield Board of Education</td>
<td>Present</td>
</tr>
</tbody>
</table>

Also Present
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barbara Murphy</td>
<td>Risk &amp; Loss Managers, Inc.</td>
</tr>
<tr>
<td>Craig Klein</td>
<td></td>
</tr>
</tbody>
</table>

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

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.
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.
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**  
**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,

[Signature]

Authorized Signature