

**BOARD OF DIRECTORS**  
**Meeting Minutes Tuesday, July 18, 2017**

**Meeting Location:**  
**Des Plaines Public Library**  
**1501 Ellinwood Street, Des Plaines, IL 60016**  
**847-827-5551**

1) Call to Order & Roll Call

Kevin Davis called the meeting to order at 1:23 p.m.

PRESENT: Kevin Davis, Administrator of the Messenger Public Library/LIMRiCC President; Pierre Gregoire, Library Director of Frankfort Public Library/LIMRiCC Vice President; Carol Kidd, Human Resource Manager of Des Plaines Public Library/LIMRiCC Secretary; Jennie Mills, Director of Shorewood-Troy Public Library/LIMRiCC Trustee.

ABSENT: Jim Kregor, Finance Director of RAILS Library System/LIMRiCC Treasurer.

2) Introduction of Visitors / Public Comments

The following people were present for the Board Meeting: From the Accounting Firm of Lauterbach & Amen, LLP: Wes Levy, Ernesta, Ignotaite and Margie Tannehill. Assurance Representative: Scott Remmenga and MaryAnn Mileto.

3) Consent Agenda

**RESOLVED, THAT THE LIMRiCC BOARD OF DIRECTORS**  
**APPROVE THE CONSENT AGENDA AS PRESENTED**

- a. Approval of Agenda
- b. Acceptance of the LIMRiCC Board Meeting Minutes from June 20, 2017.
- c. Approval of the payment of bills for June 20 through July 18, 2017 for LIMRiCC Business Services in the amount of \$9,741.29 (Exhibit B.1).
- d. Approval of the payment of bills for June 20, 2017 through July 18, 2017 for the PHIP in the amount of \$414,324.66 (Exhibit B.2).
- e. Approval of the payment of Bills for June 20, 2017 through July 18, 2017 for the UCGA in the amount of \$3,216.09 (Exhibit B.3).
- f. Approval of Balance Sheet and Detail of Expenditures for June 2017 (Exhibit C.1 – C.6).

Motion: A motion was made by Carol Kidd and seconded by Pierre Gregoire to approve the Consent Agenda items a – f listed above.

Roll call: All Board Members present voted to approve the Consent Agenda. Items noted above.

Ayes = 4

Nays = 0

Absent = 1

4) Discussion Item #1 – IL Funds Account.

The paperwork was sent in along with the checks that were issued last month. This is in a pending status due to the person that was involved with the paperwork being out of the office.

5) Discussion Item and Possible Action Item #2 – Actuarial and Audit Engagement Letters.

Wes Levy contacted the consultants from the previous year for the PHIP and UCGA Audit and Actuarial Reports. The engagement letters were submitted with no increase in fees. The cost from the auditor, Brian Zabel & Associates, was \$4,300. The actuarial services performed by Wakely Consulting was \$3,500 with a maximum of \$4,000. The cost for Madison Consulting, UCGA, was \$6,000 not to exceed \$7,500.00.

Motion: A motion was made by Jennie Mills and seconded by Pierre Gregoire to approve Brian Zabel & Associates in conducting the audit reports, Wakely Consulting for actuary services and Madison Consulting for the UCGA reporting.

Roll call:

Ayes = 4

Nays = 0

Absent = 1

6) Discussion Item #3 – Assurance: Financial and other updates.

PPO \$500 is running at 101%. The \$1,500 ran better at 87% for the year. HDHP is at 51%. The combined PPO's is at 88%. The HMO year to date is at 84%. There are 3 large PPO claims. The Summary Plan Description is still under review from BCBS.

Assurance explained that Aetna Insurance would not be a viable option, as previously thought, as an option for medical insurance for members of LIMRiCC. The recent 2016 medical claims were downloaded into the Aetna Insurance system and the claims came back higher. Additionally, the PPO access of doctors was excellent however the HMO was at 96%. In other words, 4% of employees did not have their primary care physician within the plan. LIMRiCC can revisit Aetna Insurance next year.

The renewal for BCBS should be available in August and Assurance should be able to present it at the board meeting. By September's board meeting, the board should consider building their reserve. Currently it is at 2.8 million. By the end of October, Employee Navigator should be updated with customization for libraries that want it. The Fall meeting could be held in September followed by open enrollment period in November.

Employee Navigator webinars recently took place and the recording will be distributed to all libraries. The libraries will need to add dependent social security numbers and dates of birth within the system. Assurance will be testing the customization and making sure the rates are calculating correctly. Employees will need to be entered by class determining part time or full time status. Prior to the system going live, a dummy employee will be set up for each library so that they can go into the system and get familiar with it.

The WIN boxes in storage were picked up by Scott.

7) Discussion Item #4 –Lauterbach & Amen: Updates.

There are two 1<sup>st</sup> quarter UCGA returns outstanding: Harvey and University Park. The returns are necessary for the audit. Lauterbach & Amen is streamlining the billing process for LIMRiCC. Any enrollments, terminations and changes to employees will be accepted through the 2<sup>nd</sup> work day of each month. On the 5<sup>th</sup> working day of each month, the library billing will be sent out.

8) New Business

Jennie Mills has returned as a trustee on the LIMRiCC Board.

9) Closed Session (if required).

10) Next Board Meeting and location is scheduled for Tuesday, August 15, 2017, at 1:00 p.m. at the Des Plaines Public Library located at 1501 Ellinwood Avenue, Des Plaines, IL 60016.

11) Adjournment

A motion was made by Pierre Gregoire and seconded by Carol Kidd to adjourn the meeting at 1:55 p.m.

Ayes = 4  
Nays = 0  
Absent = 1

The meeting adjourned at 1:55 p.m.

Minutes Prepared by Margie Tannehill, Benefits Manager.

Approved

  
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Carol Kidd, Secretary

8-15-2017  
Date