



LIBRARY INSURANCE MANAGEMENT AND RISK CONTROL COMBINATION (LIMRiCC)
PO Box 1016, Orland Park, IL 60462 Phone: (708) 428-6435

BOARD OF DIRECTORS' MEETING

Meeting Location:

**Messenger Public Library of North Aurora Illinois
113 Oak St, North Aurora, IL 60542 (630-896-0240)
Tuesday, January 19, 2016**

Meeting Minutes LIMRiCC

1. Call to Order, Roll Call

President Stacy Wittman called the meeting to order at 10:30 a.m. and asked that roll call be taken.

Secretary Kevin Davis called the roll and the following Board Members were present:

Stacy Wittman, Director of the Eisenhower Public Library/LIMRiCC President, Jennie Mills Director of the Shorewood-Troy Public Library/ LIMRiCC Board Vice President, Kevin Davis, Administrator of the Messenger Library/LIMRiCC Secretary, Jim Kregor, RAILS Library System Finance Director/LIMRiCC Director, and Lenore Berendt, Berkley Public Library/LIMRiCC Director.

2. Introduction of Visitors / Public Comments

The following people were also present for the Meeting: From the Accounting / HR Firm of Lauterbach and Amen, LLP; Nathan Gaskill, CPA and Wes Levy, Jill Boreham, Human Resources Manager for the Fountaindale Public Library District.

Via phone conference call between the time frame of 10:50 a.m. and was Assurance LIMRiCC Representative and Interim Account Manager Scott Remmenga.

3. Approval of the Consent Agenda:

- a. Approval of Agenda January 19, 2016 Board of Directors Meeting
- b. Acceptance of the LIMRiCC Board Meeting Minutes from January 12, 2016
- c. Approval of the payment of bills for December 12, 2015 through January 19, 2016 LIMRiCC Business Services in the amount of \$4,669.53 (Exhibit B.1)
- d. Approval of the payment of bills for December 12, 2015 through January 19, 2016 Purchase of Health Insurance Program (PHIP) in the amount of \$63,514.45 (Exhibit B.1)
- e. Approval of the payment of bills for December 12, 2015 through January 19, 2016 Unemployment Compensation Group Account (UCGA) in the amount of \$69,120.98 (Exhibit B.1)
- f. Approval of the payment of bills for December 12, 2015 through January 19, 2016 Joint Self Insurance Pool (JSIP) in the amount of \$1,070,909.37 (Exhibit B.1)
- g. Approval of Balance Sheet and Detail of Expenditures for November and December 2015 (Exhibit C.1-C.4)

Motion:

Jennie Mills motioned to approve the Consent Agenda as present with one exception. The exception was in Item C the amount of Business Services should be changed to \$5,041.16 from the presented amount for which \$4,669.53 due to the LIMRiCC Administrative Assistant's pay check amount (of \$ 371.63) was not included in the total. Seconded by Lenore Berendt.

Roll Call: All Board Members present voted to approve the Consent Agenda and to include the one correction to item C as noted above:

Ayes 5 = Berendt, Davis, Kregor, Mills, and Wittman.

Nyes: 0

Absent: 0

4. Action #1

Discussion of RFP for LIMRiCC Financial Services and selection of contractor

Stacy Wittman facilitated a discussion with other Board members present regarding the hiring of the Accounting/HR Firm of Lauterbach and Amen to assist with the finance and accounting for the LIMRiCC Pool going forward. Mills pointed out that there were three firms that responded to the LIMRiCC's RFP for finance services during the time period that the posting occurred.

The LIMRiCC Board Members present reviewed the information and asked questions of Nathan Gaskill, CPA of the Accounting / HR Firm of Lauterbach and Amen, LLP regarding the services his firm could offer with regard to taking over the accounting and finance portion and job duties of the former Executive Director position.

Jennie Mills moved that the LIMRiCC Board of Directors select the financial and accounting firm of Lauterbach and Amen, LLC to perform LIMRiCC financial and accounting services effective February 1, 2016 for a two year contractual time period. Seconded by Lenore Berendt.

Roll Call: All Board Members present approved;

Ayes 5 = Berendt, Davis, Kregor, Mills, and Wittman.

Nyes: 0

Absent: 0

Jennie Mills volunteered to draft a letter to Pool Members regarding this administrative change in operations for the LIMRiCC Pool.

5. Action #2

PHIP – cancellation of extra billing in January 2016

Lenore Berendt motioned that the LIMRiCC Board of Directors approve the cancellation of the extra monthly billing of medical premium in January 2016 to increase reserve balance as there are currently enough funds in the reserve to pay claims. **Seconded by Jim Kregor.**

6. Action #3

Management Association contract for services and the hiring of an HR/Benefits Manager for the LIMRiCC Pool.

Jennie Mills led a discussion regarding the recently signed contract with the Management Association to assist the Board in the hiring of a new Benefits Director to lead the Pool. Following a lengthy discussion it was decided to cancel the current and recently approved contract for services with the Management Association and to cancel the posting of the job ad for Benefits Manager for the LIMRiCC Insurance Pool.

Those present agreed that Directors Davis and Mills would meet within the coming week or so to discuss with Lauterbach and Amen the possibility of having their firm hire a new Benefits Director, who would be a Lauterbach and Amen employee.

Stacy Wittman moved that the LIMRiCC Pool draft a contract with the firm of Lauterbach and Amen to provide the HR and Benefits Management for the LIMRiCC Pool. Seconded by Lenore Berendt.

Roll Call: All Board Members present approved;
Ayes 5 = Berendt, Davis, Kregor, Mills, and Wittman.
Nyes: 0
Absent: 0

7. New Business

Stacy Wittman noted that no other Board members had any new business to be discussed at this time.

8. Next Board Meeting and Location

Stacy Wittman reminded the Board that the next Board meeting is scheduled to take place on Tuesday, February 16, 2016 at 10:00 a.m. at Messenger Public Library of North Aurora.

9. Adjournment

Lenore Berendt moved. Seconded by Jennie Mills to adjourn the meeting.

Roll Call: All Board Members present voted to adjourn the meeting.
Ayes 5 = Berendt, Davis, Kregor, Mills, and Wittman.
Nyes: 0
Absent: 0

The meeting adjourned at 11:21 a.m.