



LIBRARY INSURANCE MANAGEMENT AND RISK CONTROL COMBINATION (LIMRiCC)  
PO Box 1016, Orland Park, IL 60462 Phone: (708) 790-2807

BOARD OF DIRECTORS' MEETING  
3 Plaza Dr., Woodridge, IL 60517 (630-487-2549)  
Tuesday May 21, 2013 Time 9:00 a.m.

### **LIMRiCC Minutes**

#### **Call to Order, Roll Call**

Anne Kozak called the meeting to order at 9:05 a.m. The roll was called and the following Board members were present to establish a quorum:

Anne Kozak, Susan McNeil-Marshall, Kathy Parker and Susan Dickens

Absent: Lenora Berendt

Others Present: April Krzeczkowski, Executive Director

#### **Introduction of Visitors / Public Comments**

Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes at the discretion of the President, not to exceed a total of twenty minutes.

There were no visitors present.

#### **Consent Agenda**

Parker moved, seconded by McNeil-Marshall that it be:

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

- a. Approval of Agenda
- b. Acceptance of the April 15, 2013 LIMRiCC Board Meeting Minutes (Exhibit A.1 – A.3)
- c. Approval of the payment of bills for April 16, 2013 through May 21, 2013 LIMRiCC Business Services in the amount of \$12,462.02 (Exhibit B.1)
- d. Approval of the payment of bills for April 16, 2013 through May 21, 2013 Joint Self-Insurance Pool (JSIP) in the amount of \$20,536.61 (Exhibit B.1)
- e. Approval of the payment of bills for April 16, 2013 through May 21, 2013 Purchase of Health Insurance Program (PHIP) in the amount of \$430,131.27 (Exhibit B.1)
- f. Approval of Balance Sheet and Detail of Expenditures for April 2013 (Exhibit C.1-C.2)

Roll was called with the following results: 4 yes, 0 no, 1 Absent. Motion carried.

#### **Action #1**

Approve New PHIP Member

Parker moved, seconded by McNeil-Marshall that it be:

RESOLVED THAT THE LIMRiCC BOARD OF DIRECTORS APPROVE WILMINGTON PUBLIC LIBRARY DISTRICT TO JOIN THE PURCHASE OF HEALTH INSURANCE PROGRAM (PHIP) EFFECTIVE OCTOBER 1, 2013

Voice vote carried 4 yes, 0 no, 1 Absent.

#### **Action #2**

Discuss and Approve LIMRiCC's Business Insurance Options

Parker moved, seconded by Dickens that it be:

RESOLVED THAT THE LIMRiCC BOARD OF DIRECTORS APPROVE THE PURCHASE OF DIRECTORS AND OFFICERS INSURANCE IN THE AMOUNT OF \$5,500 FOR THE TIME PERIOD OF 12 MONTHS

Roll was called with the following results: 4 yes, 0 no, 1 Absent. Motion carried.

**Discussion #1**

FY 2014 Budget

The FY 2014 budget was reviewed and LIMRiCC plans to rent a small office space effective 07/01/2013. The Board gave Krzeczowski the authority to enter into a rental contract. A formal motion will be on the June 2013 agenda.

**Discussion #2**

Discuss LIMRiCC's Job Descriptions

The current Executive Director's job description was revised and will be approved at the June 2013 board meeting.

**Discussion #3**

Discuss LIMRiCC's Personnel Policy

Krzeczowski will continue to create a personnel policy for LIMRiCC and it will be reviewed by LIMRiCC's attorney.

**Discussion #4**

Discuss Annual Employee Review Process

The Board would like to change the current review process. New forms will be discussed at the June 2013 board meeting.

**Discussion #5**

Discuss Myers Briggs' Crime and Dishonesty Insurance Proposal

The Board discussed the proposal and has decided not to proceed at this time.

**Information Item #1**

Executive Director's Report (Exhibit D.1)

Certified letters have been sent out to JSIP members informing them of the cancelation of the JSIP program. Members will need to have new insurance in place as of July 1, 2013.

LIMRiCC is currently working with Assurance on clarification on the 30 hour rule surrounding its effective date and whether or not it will affect all members both large and small. The discrimination laws for fully insured plans have not been issued yet.

**New Business**

There was no new business.

**Next Board Meeting and Location**

LIMRiCC Board Meeting: Tuesday June 18, 2013 - 9:00 a.m. at Woodridge Public Library

**Adjournment**

Parker moved, seconded by Dickens to adjourn the meeting by acclamation at 10:38 a.m.

Minutes prepared by April Krzeczowski

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Susan Dickens