



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 June 18, 2013 Time 9:00 a.m.

LIMRiCC Minutes

Call to Order, Roll Call

Susan McNeil-Marshall called the meeting to order at 9:06 a.m. The roll was called and the following Board members were present to establish a quorum:

Susan McNeil-Marshall, Lenora Berendt and Susan Dickens

Absent: Kathy Parker

Anne Kozak arrived at 9:18 a.m.

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

Dickens moved, seconded by Berendt that it be:

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

- a. Approval of Agenda
- b. Acceptance of the May 21, 2013 LIMRiCC Board Meeting Minutes (Exhibit A.1 – A.3)
- c. Approval of the payment of bills for May 22, 2013 through June 18, 2013 LIMRiCC Business Services in the amount of \$15,311.35 (Exhibit B.1)
- d. Approval of the payment of bills for May 22, 2013 through June 18, 2013 Joint Self-Insurance Pool (JSIP) in the amount of \$19,871.99 (Exhibit B.1- B.2)
- e. Approval of the payment of bills for May 22, 2013 through June 18, 2013 Purchase of Health Insurance Program (PHIP) in the amount of \$430,996.29 (Exhibit B.2)
- f. Approval of the payment of bills for May 22, 2013 through June 18, 2013 Unemployment Compensation Group Account (UCGA) in the amount of 56,059.27 (Exhibit B.2)
- g. Approval of Balance Sheet and Detail of Expenditures for May 2013 (Exhibit C.1-C.2)

Roll was called with the following results: 3 yes, 0 no, 2 Absent. Motion carried.

Executive Session - JSIP Case Updates

For the purposes of discussing "Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probably or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting." 51LCS 120/2(c)(11).

Executive Session was not needed. General updates provided on the three pending JSIP claims.

Action #1

Approve Executive Director Job Description (Exhibit D.1-D.2)

Dickens moved, seconded by Berendt that it be:

RESOLVED THAT THE LIMRiCC BOARD OF DIRECTORS APPROVE THE EXECUTIVE DIRECTOR JOB DESCRIPTION

Voice vote carried 3 yes, 0 no, 2 Absent.

Action #2

Approve LIMRiCC's Business Insurance

Dickens moved, seconded by Berendt that it be:

RESOLVED THAT THE LIMRiCC BOARD OF DIRECTORS APPROVE THE PURCHASE OF EMPLOYMENT PRACTICES LIABILITY INSURANCE FROM THE HANOVER INSURANCE GROUP IN THE AMOUNT OF \$1,622 AND THE PURCHASE OF GENERAL LIABILITY WHICH INCLUDES NON-OWNED AUTO FROM THE HARTFORD IN THE AMOUNT OF \$780 FOR THE TIME PERIOD OF 12 MONTHS EFFECTIVE JULY 1, 2013

Roll was called with the following results: 3 yes, 0 no, 2 Absent. Motion carried.

Kozak arrived at 9:18 a.m.

Action #3

Approve FY2014 Budget (Exhibit E.1-E.3)

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

RESOLVED THAT THE LIMRiCC BOARD OF DIRECTORS APPROVE THE FY2014 BUDGET

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

Action #4

Approve office space rental

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

RESOLVED THAT THE LIMRiCC BOARD OF DIRECTORS APPROVE THE RENTAL OF OFFICE SPACE IN THE AMOUNT OF \$589 PER MONTH FOR 12 MONTHS BEGINNING JULY 1, 2013

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

Discussion #1

Discuss Annual Employee Review Process

The Board selected a new employee review form. The Board agreed to conduct the Executive Director's review during an executive session at the August Board meeting.

Discussion #2

Discuss Employee Manual

Krzeczkowski reported that she is currently creating an employee manual.

Information Item #1

Executive Director's Report (Exhibit F.1)

Krzeczkowski reported the following concerning the PHIP pool:

There have been several inquiries from libraries whom are a member of the ILEBP insurance pool on joining LIMRiCC. I have been in contact with the ILEBP Board President and we have begun the process to see if it is an option for the whole ILEBP pool to join LIMRiCC.

Assurance has notified PHIP members of the following surrounding the 30 hour rule:

"Eligibility under the plan will be based on whether the employer is a 'large employer' as defined by the Affordable Care Act. Libraries that are large employers will follow the ACA's eligibility requirements, while libraries that do not meet the large employer definition will be free to set their eligibility as allowed by all applicable federal and state laws."

The law firm of Seyrath and Shaw, LLC has agreed that the concept is valid.

New Business

There was no new business.

Next Board Meeting and Location

LIMRiCC Board Meeting: Tuesday July 16, 2013 - 9:00 a.m. at Woodridge Public Library

Adjournment

Kozak made a motion to adjourn the meeting by acclamation at 9:52 a.m.

Minutes prepared by April Krzeczowski

Susan Dickens