

**NOTICE OF BOARD OF DIRECTORS MEETING
LIMRiCC
Meeting Minutes Tuesday, April 17, 2018
Meeting Location:
RAILS
125 Tower Drive, Burr Ridge, IL 60527
630-734-5000**

1. Call to Order & Roll Call

Kevin Davis called the meeting to order at 1:03 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.

Absent: Jim Kregor, Finance Director of RAILS Library System/LIMRiCC Treasurer and Jennie Mills, Director of Shorewood-Troy Public Library/LIMRiCC Trustee.

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 Agency representatives: 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 March 20, 2018.
- c. Approval of the payment of bills for March 21 through April 17, 2018 for LIMRiCC Business Services in the amount of \$9,855.00. (Exhibit B.1).
- d. Approval of the payment of bills for March 21 through April 17, 2018 for the PHIP in the amount of \$526,219.00. (Exhibit B.2).
- e. Approval of Balance Sheet and Detail of Expenditures for March 2018 (Exhibit C.1 – C.6).

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

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

Ayes = 3

Nays = 0

Absent = 2

4. Action Item #1 – Election results and reassigning board seats.

19 ballots were received from member libraries with one extra vote going to Jennie Mills. There are no opposing running candidates. Our present officers Kevin Davis, Jim Kregor and Jennie Mills will remain on the board. There are 2 four year terms and 1 one year term to fill currently held by Jennie Mills.

Motion: A motion was made by Carol Kidd and seconded by Pierre Gregoire to postpone Action #1, reassigning board seats until the next board meeting on May 15, 2018 when all board members will be in attendance.

Roll call: All board members present voted to postpone Action #1 and reassigning board seats.

Ayes = 3

Nays = 0

Absent = 2

5. Action Item #2 – Approve the FY 2019 Budget.

At the recent March 20th, board meeting, there were no changes to the FY 2019 budget.

Motion: A motion was made by Pierre Gregoire and seconded by Carol Kidd to approve the FY 2019 Budget.

Roll call: All board members present voted to approve the FY 2019 Budget.

Ayes = 3

Nays = 0

Absent = 2

6. Action Item #3 – Approve Madison Consulting to perform the Actuary UCGA Reporting for FY 2018.

Madison Consulting will provide an actuarial analysis of LIMRiCC's self-insurance unemployment pool as of June 30, 2018. Professional fees for the actuarial reporting by Madison Consulting will not exceed \$6,000. These are the same terms and fees as the previous year.

Motion: A motion was made by Carol Kidd and seconded by Pierre Gregoire to approve Madison Consulting to perform the Actuary UCGA Reporting for FY 2018.

Roll call: All board members present voted to approve Madison Consulting to perform the Actuary UCGA Reporting.

Ayes = 3
Nays = 0
Absent = 2

7. Action Item #4 – Approve Wakely Consulting to perform the Actuary PHIP Reporting for FY 2018.

Wakely Consulting will provide an estimation of claim liabilities as of June 30, 2018. The project fee is estimated at \$3,500 with a maximum of \$4,000. The report will be delivered by September 30, 2018. These are the same terms and fees as the previous year.

Motion: A motion was made by Pierre Gregoire and seconded by Carol Kidd to approve Wakely Consulting to perform the Actuary PHIP Reporting for FY 2018.

Roll call: All board members present voted to approve Madison Consulting to perform the Actuary UCGA Reporting.

Ayes = 3
Nays = 0
Absent = 2

8. Discussion Item #1 –The delinquency of Harvey Public Library in the UCGA fund.

The outstanding 3rd Quarter UCGA payment for Harvey Public Library was received on April 17th 2018. All four quarter payments for calendar year 2017 have been received.

9. Discussion Item #2 – Request for proposal for audit services.

A draft request for proposal (RFP) for auditing services of LIMRiCC's financial statements for the fiscal years ending June 30th 2018, 2019 and 2020 with the option of auditing financial statements for fiscal years 2021 and 2022 was submitted to the board by Lauterbach & Amen. LIMRiCC is requesting that proposals be received no later than May 5, 2018 and sent to the attention of Margie Tannehill. The RFP will be posted on LIMRiCC's website.

10. Discussion Item #3 – St. Charles Public Library medical refund request.

On March 19, 2018, Cheryl Matthews in Human Resources at St. Charles Public Library notified Margie that there was an error on their invoice. Per Cheryl's email, Jean Langlais – terminated her medical and dental coverage with IMRF in October 2016. LIMRiCC was not notified of the termination of coverage and the paperwork for termination was never received by LIMRiCC. St. Charles Public Library has been paying for Jean Langlais through February of 2018. On 2/15/18, Cheryl made an entry in EE Navigator to terminate Jean's medical coverage effective 12/31/17. In response, LIMRiCC issued a credit to the library in the amount of \$1,572.00 that reimbursed them for January and February of 2018 for medical and dental costs. St. Charles Public Library is seeking a refund that goes back to November 2016 – December of 2017 for a total of \$11,010, the amount the library was charged for Jean.

Per Assurance, insurance trends include a refund of 60 days assuming the insurance was not used during that period. The Board agreed that LIMRiCC will allow a 90 day grace period. Anything over 90 days will not warrant a credit or refund. An email will be sent to PHIP members, signed by Kevin Davis, notifying its members of the 90 day grace period.

St. Charles Public Library did receive credit for January and February of 2018. A credit for December 2017 will be issued to St. Charles Public Library on their May invoice for a total of three months refunded.

11. Discussion Item #4 Assurance: Financial and other updates.

The 750 PPO loss ratio is over 107% with a YTD of 87%. The 1500 PPO ran better at 64% and a YTD of 82%. The HDHP ran high at 104% and 101% YTD. All PPO's combined are at 88% YTD. The HMO ran better in March at 95% YTD. There were no large claims over \$50,000. Overall the total loss ratio is at 89%. Comparatively last year, the loss ratio was at 95%.

Looking ahead to 2019, the medical trend for health care cost is on the increase from 8 – 10%. LIMRiCC's reserve can compensate some of the increase so that LIMRiCC members will only see a 4% increase. Per Assurance, it is customary to have a reserve of 3 months.

LIMRiCC is comfortable with a 5 month reserve. LIMRiCC currently has 6 ½ months in reserve. There are 4 months left of 2018, before LIMRiCC sets the new rates for 2019 healthcare.

The automatic carrier feeds are underway. Unicare will remain to be self-billed. With respect to the Unicare refund as discussed in previous board meetings for voluntary life insurance, Assurance is awaiting Unicare's approval of \$1,608.85 to be refunded to 5 employees.

12. Discussion Item #5 Lauterbach & Amen: Updates.

Certificates were received from both Carol Kidd as the Open Meetings Act (OMA) officer and Jennie Mills, as the Freedom of Information Act (FOIA) officer.

Prairie Cat signed by-laws and IGA were received by LIMRiCC. At the previous March board meeting, the board voted them in.

On the horizon, the fall meeting will need to be scheduled prior to October 15th.

13. Business

No new business.

14. Closed Session (if required).

15. Next Board Meeting and location is scheduled for Tuesday, May 15, 2018, at 1:00 p.m. at RAILS located at 125 Tower Drive, Burr Ridge, IL 60527.

16. Adjournment

A motion was made by Carol Kidd to adjourn the meeting at 1:59 p.m. and seconded by Pierre Gregoire.

The meeting adjourned at 1:59 p.m.

Minutes prepared by Margie Tannehill, Benefits Manager.

Approved


Carol Kidd, Secretary

5-15-2018
Date