

**NOTICE OF BOARD OF DIRECTORS MEETING**  
**LIMRiCC**  
**Meeting Minutes Tuesday, February 20, 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 1:04 p.m.

PRESENT: Kevin Davis, Administrator of the Messenger Public Library/LIMRiCC President; Pierre Gregoire, Library Director of Frankfort Public Library/LIMRiCC Vice President; Jim Kregor, Finance Director of RAILS Library System/LIMRiCC Treasurer; Carol Kidd, Human Resource Manager of Des Plaines Public Library/LIMRiCC Secretary; 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 and Margie Tannehill. Assurance Agency representative: Maryann Mileto and Scott Remmenga.

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 January 16, 2018.
- c. Approval of the payment of bills for January 17, 2018 through February 20, 2018 for LIMRiCC Business Services in the amount of \$16,051.94 (Exhibit B.1).
- d. Approval of the payment of bills for January 17 through February 20, 2018 for the PHIP in the amount of \$1,652,238.74 (Exhibit B.2).
- e. Approval of the payment of bills for January 17 through February 20, 2018 for the UCGA in the amount of \$350,676.78.
- f. Approval of Balance Sheet and Detail of Expenditures for January 2018 (Exhibit C.1 – C.6).

Motion: A motion was made by Jim Kregor and seconded by Carol Kidd to approve the Consent Agenda items a-f listed above.

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

Ayes = 5  
Nays = 0  
Absent = 0

4. Action Item #1 –Transfer 1 million dollars from Hinsdale Bank, PHIP account, to the Illinois Funds that earn an interest of at least 1.26%.

Motion: A motion was made by Jennie Mills and seconded by Carol Kidd to approve the transfer of 1 million dollars from Hinsdale Bank, PHIP account, to the Illinois Funds.

Roll call: All board members present voted to approve the money transfer from Hinsdale Bank to the Illinois Funds.

Ayes = 5  
Nays = 0  
Absent = 0

5. Action Item #2 – Close the UCGA Wintrust account which earns .09% interest and transfer it to the Illinois Funds that earns an interest of at least 1.26%.

The Wintrust account was a money market account that will be moved to the Illinois Funds, a liquid account.

Motion: A motion was made by Jennie Mills and seconded by Pierre Gregoire to close the Wintrust account and transfer money to the Illinois Funds.

Roll call: All board members present voted to approve closing the Wintrust account and moving money to the Illinois Funds.

Ayes = 5  
Nays = 0  
Absent = 0

6. Action Item #3 – Carrier Feeds Implementation with Providence Technology Solutions.

The carrier feeds would allow an automatic upload into LIMRiCC's four carriers for any new hire enrollments, terminations and other changes. Providence Technology Solutions is a preferred vendor of Employee Navigator. The cost is a flat fee of \$750.00 for each

of LIMRiCC's plans including medical, dental, vision and life for a total cost of \$3,000. Any ongoing maintenance that would need to be performed by Providence Technology Solutions would be at \$75.00 per hour. The implementation should take 2 – 4 months with Carolyn of Assurance Agency assisting in the process. Assurance Agency will look into the option of creating a billing report using the automatic carrier feeds.

Motion: A motion was made by Jim Kregor and seconded by Pierre Gregoire to approve the carrier feeds implementation with Providence Technology Solutions.

Roll call: All board members present voted to approve the carrier feeds implementation with Providence Technology Solutions.

Ayes = 5  
Nays = 0  
Absent = 0

7. Discussion Item #4 – Review of Preliminary Fiscal 2019 Budget.

The goal with the business services fund is to break even. All costs in administering insurance get applied to this fund. The audit and accounting cost is Lauterbach & Amen's fee. The cost for legal was decreased since there was no fee in 2018. LIMRiCC has more expenses this year than revenue. Last year we increased the administrative fee to try and compensate for this. However, we are seeing a decrease in payroll in libraries so the UCGA revenue has gone down for the last several years. Current cash balances will only sustain a deficit spending at this level for another 4 years. One option we can consider is allocating expenses proportionately to the funds that incur the various administrative costs. For the first reading of the budget, FY 2019 business service fund revenues were proposed at \$105,300 and expenses of \$ 136,770. Another proposed option to balance the business service fund is adjusting the UCGA administration rate from its current level of 15% of the individual library rate; this however would decrease potential future dividend payments. The PHIP revenues and expenses were increased by 6%, while UCGA revenue and expense was decreased by 3% based on the prior year activity. A comment made by Scott from Assurance Agency was that the Errors & Omissions has steadily gone up so it should be accounted for and that the carrier feed maintenance fee be added to the budget. Corrections to the budget will be made for the March board meeting with a final budget at April's board meeting.

8. Discussion Item #5 – Call for Candidates to serve on LIMRiCC Board.

The call for candidates went out on January 1<sup>st</sup> and ran through January 31<sup>st</sup>. 2018. There were 3 candidates that responded with the intention of running: Kevin Davis of Messenger Library, Jim Kregor of RAILS with both of these seats being 4 year terms and Jennie Mills of Shorewood-Troy Public Library finishing a 1 year term. Electronic voting began on February 16th and will commence on March 31<sup>st</sup>, 2018.. New or continuing members will begin on April 1<sup>st</sup>, 2018. If a member was to resign mid-term, a new board member would be appointed to finish out their term. The Board will vote at April's board meeting for officer positions.\

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

The HDHP is up and the HMO did not run well in January. There are no large claims over \$50,000. All combined, we are at a 90% loss ratio and 20% for Rx in January. There was a shift in 2018 benefits enrollment. Eleven members left the \$750.00 PPO plan and nine members moved into the HDHP. Seven people left the HMO.

It was recognized that Unicare has not been reducing the cost and coverage for members between the ages of 65-69 at 35% and for members over the age of 70 at a 50% reduction. The age reduction affects both basic and voluntary life insurance. LIMRiCC has always charged \$3.60 for basic life insurance regardless of the reduction in benefit. At this time, Assurance recommends to leave the cost at \$3.60 for basic life and consider reducing the cost in 2019. Eight members were affected with voluntary life. Three of these individuals turned 65 years of age within the last year and would have been affected by the age reduction on 1/1/18. These members were credited the difference on their February invoice for January's payment. Prior to 2018, there were five individuals that were over 65 years of age and overcharged. Unicare needs to approve the credit for any prior years. The total amount of refund for the 5 members would be \$1,608.00. If Unicare does not approve the refund, Scott suggests that LIMRiCC refund the money to the employees.

An updated Employee Navigator manual was recently sent to all of our member libraries.

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

Voluntary Life Insurance for employees affected by the age reduction were credited in February for January's payment. Unicare voluntary life insurance adjustments were made to those members over the age of 65 and 70 years of age. The reduction is 35% and 50%, respectively for cost and the covered benefit.

The 1094/1095 webinar that Assurance hosted last year was resent to all of our members to assist in completing the forms this year.

Harvey Library continues to be outstanding with their 3<sup>rd</sup> Quarter UCGA. After multiple emails and voice mails, there has not been any response from the library director. Additionally, Harvey has a large deficit balance in their UCGA. The Board questioned whether or not there is any recourse that LIMRiCC has if a member is not upholding their terms of the agreement. The discussion will continue in March's board meeting.

There are 12 outstanding member libraries for the 4<sup>th</sup> quarter UCGA.

11. New Business

No new business.

12. Closed Session (if required).

13. Next Board Meeting and location is scheduled for Tuesday, March 20, 2018, at 1:00 p.m. at RAILS located at 125 Tower Drive, Burr Ridge, IL 60527.

14. Adjournment

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A motion was made by Carol Kidd to adjourn the meeting at 1:50 p.m. and seconded by Jennie Mills.

The meeting adjourned at 1:50 p.m.

Minutes prepared by Margie Tannehill, Benefits Manager.

Approved

  
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Carol Kidd, Secretary

  
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Date