

**POOLED INSURANCE PROGRAM OF NEW JERSEY  
MINUTES  
BOARD OF TRUSTEES**

December 4, 2013

Montville Inn

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The December 4, 2013 Board of Trustees meeting of the **POOLED INSURANCE PROGRAM OF NEW JERSEY**, was called to order by the J. Tevis, Chairman, 11:30 AM at Montville Inn. Open Public Meeting Act read into Minutes by Chairman Tevis.

**ROLL CALL OF TRUSTEES:**

<b>CHAIRPERSON</b>	<b>MONTVILLE BOE</b>	<b>PRESENT</b>
<b>JIM TEVIS</b>		

<b>VICE CHAIR/SECRETARY</b>		
<b>BARBARA FRANCISCO</b>	<b>WEST MILFORD BOE</b>	<b>PRESENT</b>

<b>PAUL A. GERBER</b>	<b>PASSAIC VALLEY REG</b>	<b>PRESENT</b>
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<b>KAREN PERKINS</b>	<b>CLIFTON BOARD</b>	<b>PRESENT</b>
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<b>NANCY CIAVAGLIA</b>	<b>POMPTON LAKES BOE</b>	<b>PRESENT</b>
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<b>GARY GREMBOWIEC</b>	<b>RIVERDALE BOE</b>	<b>ABSENT</b>
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<b>DONNA FELEZZOLA</b>	<b>BERKELEY HEIGHTS</b>	<b>PRESENT</b>
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**MEMBERSHIP ATTENDANCE**

<b>Susan Tindal</b>	<b>Parsippany-Troy Hills</b>	<b>Absent</b>
<b>Michael Leary</b>	<b>North Haledon Board</b>	<b>Absent</b>
<b>George Hagl</b>	<b>Bloomington Board</b>	<b>Absent</b>
<b>Geraldine Callinan</b>	<b>Randolph Board</b>	<b>Present</b>
<b>Dora Zeno</b>	<b>Jefferson Twsp. Board</b>	<b>Present</b>
<b>Jim Minkewicz</b>	<b>Kinnelon Board</b>	<b>Present</b>
<b>Barbara Decker</b>	<b>Pequannock Twp Board</b>	<b>Present</b>
<b>Sue Anne Marcello</b>	<b>Union County Vo Tech</b>	<b>Absent</b>
<b>Kathryn Davenport</b>	<b>Lakeland Regional BOE</b>	<b>Absent</b>
<b>Barbara Murphy</b>	<b>Butler BOE</b>	<b>Present</b>
<b>Steve DiGeronimo</b>	<b>Millburn Board</b>	<b>Absent</b>
<b>Renee Taveniere</b>	<b>Cedar Grove BOE</b>	<b>Absent</b>
<b>William Moffitt</b>	<b>Hoboken BOE</b>	<b>Absent</b>

**FUND PROFESSIONALS PRESENT**

**FUND ADMINISTRATOR**

**BURTON AGENCY INC.**

**Debra Ginetto**

**Robert Kanwisher**

**INSERVCO**

**Debra Stout**

**Chuck Baker**

**BROKER**

**POLARIS GALAXY**

**Linda D'Alessio**

**TREASURER**

**Bill Van Tassel**

**BROKER**

**WILLIS Insurance Services**

**John Moore**

**RISK MANAGERS**

**Linda D'Alessio**

**Lee Nestel**

**Dennis Tarantino**

**AUDITOR**

**Bud Jones**

**Nisivoccia & Co.**

**FIRST MCO**

**Thea A Isabella**

**WC ATTORNEY**

**John Geaney**

**OTHERS PRESENT**

**Shawn Llewlyn, PGU**

**MOTION WAS MADE TO APPROVE THE MINUTES OF SEPTEMBER 25, 2013**

**MOVED: Donna Felezzola**

**SECONDED: Paul Gerber**

**VOTE: Unanimous**

**TREASURER’S REPORT**

**MOTION TO APPROVE THE September 1 through November 30, 2013  
TREASURER’S REPORT AND BILLS LIST**

**MOVED: Paul Gerber  
SECOND: Karen Perkins  
VOTE: 6 Yeas 0 Nays 0 Abstentions**

**MOTION TO APPROVE VOIDING OF FOLOWING CHECKS:**

**#55874 \$87  
#60297 \$60  
#60496 \$104.12**

**MOVED: Paul Gerber  
SECOND: Karen Perkins  
VOTE: 6 Yeas 0 Nays 0 Abstentions**

**AUDITOR’S REPORT**

**Bud Jones reviewed the PIP June 30, 2013 Audit. No material recommendations.**

**MOTION TO APPROVE THE JUNE 30, 2013 PIP ANNUAL AUDIT AND FILE  
WITH THE DEPARTMENT OF BANKING AND INSURANCE**

**MOVED: Paul Gerber  
SECOND: Donna Felezzola  
VOTE: 6 Yeas 0 Nays 0 Abstentions**

**EXECUTIVE DIRECTOR’S REPORT**

**Review of Paid and Reserve in Agenda. Fund is looking at an average of a 48% return for last 4 years. Overall average return for last 8 years is 42%. That is in addition to the average 30% upfront discount.**

**Reminder that payroll audit information is due.**

**PIP Preliminary Budget Projections were handed out. WC recommendation is 6% until each board receives their mods. All Lines will not be available until January 2014.**

**Information was discussed on Volunteers using Board Vehicles.**

**Helpline for School Board Legal – free posters that can be downloaded and free online training available.**

**Polaris Galaxy Report**

**Budget indications for School Board Legal are at 15%. All the other lines should remain within a 2% increase.**

**WILLIS Insurance Services**

**John Moore said they were in negotiations with Zurich for the next 3 years and would have a better indication in January.**

**John distributed and presented information on Cyber Liability.**

**FIRST MCO**

**Kelly Royce reviewed second quarter report and distributed loss time reports to all members present for discussion.**

**OLD BUSINESS**

**NONE**

**NEW BUSINESS**

**None**

**MOTION TO ADJOURN MEETING**

<b>MOVED:</b>	<b>Jim Tevis</b>
<b>SECOND:</b>	<b>Paul Gerber</b>
<b>VOTE:</b>	<b>UNANIMOUS</b>

**MEETING ADJOURNED: 1:00 PM**

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**Jim Tevis, Chairman**

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**Date**





























