



**EXECUTIVE BOARD
Committee Meeting Agenda**

Wednesday, December 3, 2014

IRMA Office

9:30 a.m.

I. CALL TO ORDER

- Roll Call

II. APPROVAL OF MINUTES

- ✓ A. Meeting Minutes of October 9, 2014 (pg. 1)
- B. Reports for information only, found in the Member Section of the IRMA website –
<http://www.irmarisk.org/Publications/IRMA-Reports.aspx>
 - IRMA Financial Statements
 - IRMA Investment Portfolios
 - IRMA Payables
 - 3rd Quarter Investment Performance Report
 - Membership Recruitment Report
 - Claims Operational Report
 - Risk Management Services Report
 - Quarterly Member Participation Report

III. CHAIR'S REPORT - IRVIN

- ✓ A. Nominating Committee Report – Slate of Candidates for 2015 Officers –
Velkme (to be distributed)
- B. Task Force on Contribution Structure - Update

IV. COMMITTEE REPORTS

A. MEMBERSHIP RELATIONS COMMITTEE – WACHTEL

No report.

B. TRAINING & EDUCATION COMMITTEE – DONAHUE

- ✓ New Equipment Grant Offering for 2016 (pg. 12)

C. COVERAGE, CLAIMS & LITIGATION COMMITTEE – CEDILLO

No report.

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- ✓ Voice Vote
 - ✓✓ Roll Call Vote – Majority of Membership

D. ADMINISTRATION & FINANCE COMMITTEE – CLARK

- ✓1. Outsourcing Bylaws (pg. 17)
- ✓2. Clarification of Sick Leave Policy (pg. 22)
- ✓3. 2014 Interest Income Credit (pg. 24)
- ✓4. 2015 Final Budget (pg. 25)
- 5. GFOA Recognition (pg. 34)

V. EXECUTIVE DIRECTOR/STAFF REPORT

- A. Office Lease Negotiations (pg. 36)
- B. Open Meetings Act (pg. 38)

VI. EXECUTIVE SESSION (Documents will be emailed in separate, confidential email)

- A. Approval of Executive Session Minutes of October 9, 2014
- B. Executive Director Performance Evaluation

VII. ADDITIONS TO AGENDA

VIII. CONFIRMATION OF NEXT MEETING

Wednesday, March 4, 2015
9:30 a.m. – IRMA Office

IX. ADJOURNMENT

To ensure a quorum, please contact Mary Henzler at maryh@irmarisk.org or call her at (708) 236-6343, if you are not able to attend the meeting.