



BOARD OF DIRECTORS

Meeting Agenda

Wednesday, March 13, 2013

Westbrook Corporate Center Conference Room

9:30 a.m.

**I. CALL TO ORDER
- Roll Call**

II. ✓ APPROVAL OF MINUTES: December 12, 2012 (pg. 1)

The following reports, for information only, can be found in the Member Section of the IRMA website –

<http://www.irmarisk.org/Members/BoardAndCommittees/CommitteeReports.asp>

- IRMA Financial Statements
- IRMA Investment Portfolios
- IRMA Payables
- 4th Quarter 2012 Investment Performance Report
- Membership Recruitment Report
- Claims Operational Report
- Summary Loss Report
- Risk Management Services Report
- 2012 Year-End Member Participation Report
- 2012 Unemployment Claims Administration Summary Report

III. CHAIR'S REPORT – VELKME

A. Welcome to 2013 Board of Directors (Informational)

1. Announcement of 2013 Executive Board (pg.11)
2. 2013 Calendar of IRMA Meetings (pg. 12)
3. Board of Directors Statement of Responsibility (pg.13)
4. Statement of Responsibility for Delegates/Alternates (pg. 14)
5. IRMA Conflict of Interest Policy (pg. 15)
6. Proxy Policy - Bylaws (pg. 17)
7. Discussion of Fiduciary Responsibilities (Chris Naveja)

B. Changes in IRMA Delegates/Alternates

Alternate

Mike Kelly, Bartlett FPD

Mark Altobella, Willowbrook

C. Recognition

Outgoing Standing Committee Participation - Certificates

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- ✓ Voice Vote
 - ✓✓ Roll Call Vote – Majority of Membership
 - ✓✓✓ Bylaw Vote – 2/3 of Membership

IV. COMMITTEE REPORTS

A. MEMBERSHIP RELATIONS COMMITTEE – COREN

1. Announcement of 2013 Committee (pg. 19)
2. Legislative Update – PSEBA Working Group & Survey - Chuck Vaughn (pg. 20)
3. IRMA Notices of Withdrawal (pg. 25)
- ✓ 4. IRMA Withdrawal Policy (pg. 27)
 - ✓✓✓ - Proposed Bylaw and Policy Change (pg. 30)
 - ✓ - IRMA Members' Reserve Fund Policy & Procedure (pg. 34)
 - ✓ - IRMA Statement of Guidelines for Member Selection (pg. 42)

B. TRAINING & EDUCATION COMMITTEE – PETERSON

1. Announcement of 2013 Committee (pg. 46)
2. Update on Grant Programs (pg. 47)
3. Best Risk Management/Safety Initiative Award (pg. 48)
4. 2012 IMAP Accreditation (pg. 53)
 - Presentation of Awards

C. COVERAGE, CLAIMS & LITIGATION COMMITTEE – GARGANO

1. Announcement of 2013 Committee (pg. 55)
2. 2012 Corporate Counsel Workshop Report (pg. 56)

D. ADMINISTRATION & FINANCE COMMITTEE – CLARK

1. Announcement of 2013 Committee (pg. 62)

V. EXECUTIVE DIRECTOR/STAFF REPORT

VI. ADDITIONS TO AGENDA

VII. CONFIRMATION OF NEXT MEETING

Wednesday, June 26, 2013
9:30 a.m.
Westbrook Tower 2 Conference Room

VIII. ADJOURNMENT

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