



**EXECUTIVE BOARD
Committee Meeting Agenda**

**Monday, June 10, 2013
IRMA Office
1:30 pm**

I. CALL TO ORDER

- Roll Call

II. APPROVAL OF MINUTES

- ✓ A. Meeting Minutes of:
 - February 27, 2013 (pg. 1)
 - April 2, 2013 (pg. 8)

- B. Reports for information only, 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
 - 2nd Quarter Investment Performance Report
 - Membership Recruitment Report
 - Claims Operational Report
 - Summary Loss Report
 - Risk Management Services Report
 - Quarterly Member Participation Report

III. CHAIR'S REPORT - VELKME

IV. COMMITTEE REPORTS

A. MEMBERSHIP RELATIONS COMMITTEE – COREN

- ✓ 1. 2013 Claims to Contribution/Watchlist Report (pg. 10)
- ✓ 2. IRMA Withdrawal Policies & Procedures (pg. 19)
- 3. IRMA Group Purchase of Services Program – Initial Evaluation (pg. 25)
- 4. Legislative Update

B. TRAINING & EDUCATION COMMITTEE – PETERSON

- 1. Announcement of Annual Risk Management & Safety Initiative Program Awards (pg. 36)

C. COVERAGE, CLAIMS & LITIGATION COMMITTEE – GARGANO

- ✓ 1. Guidelines for Use of Municipal Counsel (pg. 37)

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

D. ADMINISTRATION & FINANCE COMMITTEE – CLARK

- ✓ 1. Actuarial Report as of 12/31/12 (pg. 40)
- ✓ 2. 2012 Audited Financial Report (to be distributed)
- ✓ 3. Financial Auditor Contract Extension (pg. 59)
- ✓ 4. IRMA Personnel Handbook – Part-Time Employee Vacation (pg. 60)
- 5. 2013 Potential Interest Income Credit (pg. 61)
- 6. Revenue Base Deductions – Outsourced Functions (pg. 62)

V. EXECUTIVE DIRECTOR/STAFF REPORT

VI. EXECUTIVE SESSION

VII. ADDITIONS TO AGENDA

VIII. CONFIRMATION OF NEXT MEETING

Thursday, October 10, 2013
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.*