



**EXECUTIVE BOARD  
Committee Meeting Agenda**

**Wednesday, September 27, 2017**

**IRMA Office**

**9:30 a.m.**

**I. CALL TO ORDER**

- Roll Call

**II. APPROVAL OF MINUTES**

- ✓ A. Meeting Minutes of June 1, 2017 (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
  - 2<sup>nd</sup> Quarter Investment Performance Report
  - Membership Recruitment Report
  - Claims Operational Report
  - Risk Management Services Report
  - Training & Education Quarterly Report

**III. CHAIR'S REPORT - GARGANO**

- **Announcement of Formation of Nominating Committee for 2018 Officers (Chair – Irvin) (pg. 7)**

**IV. COMMITTEE REPORTS**

**A. MEMBERSHIP RELATIONS COMMITTEE – WACHTEL**

1. Member Marketing & Retention – Update (pg. 10)
2. IRMA Website Re-Design – Update (pg. 12)
3. ✓ 2018 Preliminary Budget (pg. 13)
4. 2017 Summer Safety Intern Program – Final Overview (pg. 14)
5. Workers' Compensation Focus Program – 2<sup>nd</sup> Quarter 2017 Reports (pg. 15)

**B. TRAINING & EDUCATION COMMITTEE – ROBBINS**

1. ✓ Proposed 2018 Training Programs (pg. 17)
2. ✓ 2018 Preliminary Budget (pg. 35)

**C. COVERAGE, CLAIMS & LITIGATION COMMITTEE – CEDILLO**

1. ✓ Property Appraisal Report – Contract Extension (pg. 37)
2. ✓ 2018 Coverage Renewal (pg. 39)
3. ✓ 2018 Preliminary Budget (pg. 43)
4. Special Counsel – Zoning Cases (pg. 44)

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

5. Litigation Successes (pg. 47)

**D. ADMINISTRATION & FINANCE COMMITTEE – FRANCES**

1. ✓ Additional Staffing – Accounting Assistant Position (pg. 50)
2. ✓ 2018 Personnel Report (pg. 55)
3. ✓ 2018 Preliminary Budget (pg. 57)
4. ✓ Financial Auditor Recommendation (pg. 66)
5. Potential for Supplemental Assessment to Withdrawn Members (pg. 68)
6. ✓ Revised Reserving Practices – Withdrawn Members (pg. 70)
7. Credit Card Acceptance (pg. 76)
8. ✓ Revision to Exposure Base (pg. 79)
9. ✓ Approve New Investment Manager – Parametric (pg. 84)
10. ✓ Approve New Investment Manager – Neuberger Berman (pg. 85)

**V. EXECUTIVE DIRECTOR/STAFF REPORT**

1. Executive Board review of IRMA Appeal 2017 01 – Connolly/Tinley Park Appeal (pg. 86)

**VI. ADDITIONS TO AGENDA**

**VII. EXECUTIVE SESSION**

- A. Review/Discussion - Executive Session Minutes of June 1, 2017 and June 27, 2017 (emailed under separate cover)
- B. Litigation Update

**VIII. CONFIRMATION OF NEXT MEETING**

Wednesday, November 29, 2017  
9:30 a.m. - IRMA Office

**IX. ADJOURNMENT**

***To ensure a quorum, please contact Donna Sluis at [donnas@irmarisk.org](mailto:donnas@irmarisk.org) or  
Call her at (708) 236-6349,  
if you are not able to attend the meeting.***