



RATIFIED

**Michigan Township Participating Plan
Quarterly Board of Directors Meeting
July 26, 2019 – 9:00 a.m.
Bay Room
Bay Harbor Village Hotel & Conference Center
Bay Harbor, Michigan**

Call to Order: Chairman, Bill Walters called the meeting to order at 08:58 a.m.

Roll Call: Secretary Linda Preston took roll call.

Directors Present

Paul Lehto, Zone 1
Kathleen English, Zone 2
Glen Lile, Zone 3
Diane Randall, Zone 4
Jennifer Venema, Zone 5
Gary Brandt, Zone 6
Bill Walters, Zone 7
Linda Preston, Zone 8
William Bamber, Zone 9

Service Providers Present

Karen Zielinski, TMHCC Public Risk Group
Thomas Harmeyer, TMHCC Public Risk Group
Chris Skarinka, TMHCC Public Risk Group
Larry Miller, TMHCC Public Risk Group
Theresa McNally, TMHCC Public Risk Group
Jeffrey McCray, TMHCC Public Risk Group
Catarina DeSchutter, TMHCC Public Risk Group
Mike Gombos, TMHCC Public Risk Group
Alan Wallace, Miller Canfield, Paddock & Stone
Pat Gregory, UHY, Inc.
Chief Brian Ergang, Kalamazoo Township Police Department
Chief Pat Parker, Grand Traverse Metro EMS Authority

Guests Present

Kevin Decker, Decker Agency
Dustin Drabek, Decker Agency
Al English
Janet Brandt

Minutes of Last Meeting: Secretary, Jennifer Venema
Glen Lile motioned to accept the minutes of the April 1, 2019 meeting as presented. Bill Bamber supported. All in favor. Motion carried.

New Business:

Year-End Financial Updates: Theresa McNally, TMHCC Public Risk Group

Theresa reported on the Financial Statements as presented. She elaborated on the financial state and explained the handouts to the board members. Then moving onto the current budget results, she noted that a few of the items were over budget. The executive committee was grossly over but somewhat expected due to the many meetings regarding the master policy.

Linda Preston moved to accept the financial report as presented. Gary Brandt supported. All in favor. Motion carried.

4th Quarter Large Loss Report: Larry Miller

Larry Miller presented the current year large loss claims to the board. He noted there were 19 claims at 9.5mil at the end of March 2019. 11 of the claims were Casualty and 8 were Property. He reported that there were 4 claims closed since the last meeting and 1 new claim was added.

2019 MAMC Conference: Jennifer Venema

Jennifer Venema opened the discussion for Kevin to relay the results of the conference. There were a good number of attendees and we were able to have more interaction with the clerks that were in attendance.

2020 Quarterly Meeting Dates/Locations: Karen Zielinski

Karen Zielinski requested ideas from the board for the annual meeting as well as other meeting locations throughout the next year. Glen suggested that in the future the committee get together first before going to the board to reduce the time spent. It was agreed upon by the committee to discuss this further in the Convention Committee meeting after the Quarterly Board of Directors.

Michigan Insurance Bureau Audit – Update: Karen Zielinski

Audit is still in progress. Karen Zielinski noted that they are in the review portion now and it should be wrapped up soon.

Committee Reports:

Executive: Glen Lile

Glen reported that the Executive Committee has met several times since the close of the April Meeting. They have been working on the master policy and agreement. This was brought to a positive close at the Annual Board of Directors meeting.

Bylaws-Election: William Walters

Bill reported that the election committee met on May 10th and counted the candidate nomination forms. The minutes from the meeting present the one candidate nominated for Zone 3; four candidates were nominated for Zone 4, with one dropping out before ballots were mailed out; two candidates were nominated for Zone 6; and two candidates were nominated for Zone 9.

Bill reported that the election committee met on June 26th and counted the ballots. Diane Randall was elected Zone 4 Director. Glen Lile was elected as the Zone 3 Director; Gary Brandt for Zone 6; and William Bamber as Zone 9.

The committee also went over the bylaws for the Bylaws-Election Committee. A clause was included to clarify that photocopied ballots will not be accepted. In addition, procedures have been included in event of a tie.

Glen Lile motioned to accept the changes made to the Bylaws-Election Committee Bylaws as presented. Gary Brandt supported. All in favor. Motion carried

Budget: William Bamber

William Bamber reported that the Budget committee met on May 23rd. Presented the proposed budget to the board for review. Theresa went into more detail in explaining the budget to the board.

Bill Bamber motioned to accept the proposed budget as presented. Glen Lile supported. All in favor. Motion carried.

Newsletter: Gary Brandt

Gary Brandt reported that the June 2019 newsletters published with a street date of 7/1/2019. It was well received by our insureds. He noted the new MTA director volunteered to write an article for the next newsletter. Bill Bamber brought attention to the article in the newsletter regarding the Calumet ice rink.

Law Enforcement: William Walters

Bill Walters reported that the Law Enforcement Committee will be meeting in September to review the policies. All policies were approved in the April Quarterly meeting.

Fire/EMS: Chief Patrick Parker

Glen Lile reported that the Fire/EMS Enforcement Committee will be meeting in September to review the policies. Glen noted that there are some policies being reviewed by legal counsel at this time.

Convention/Annual Meeting: William Bamber

Bill Bamber reported the MTA Fun Night was executed nicely. Bill Bamber had a conversation with Neil Sheridan, Executive Director of the MTA, and suggested that the MTA possibly help sponsor the event. Bill Bamber challenged the committee to look at the expenses and noted limiting it to members only and possibly giving the agents some tickets to potential members.

Grant: William Walters

Bill Walters reported that Cycle 16 of the Risk Reduction Grant Program was very successful. They were able to double the number of applicants in cycle 16 through combined efforts in marketing the program.

Diane Randall motioned to accept the Grant Committee Meeting Minutes as presented. Gary Brandt supported. All in favor. Motion carried.

Glen Lile motioned to adopt the 50 grants approved for the 16th cycle of the Risk Reduction Grant Program as presented. Bill Bamber supported. All in favor. Motion carried.

Karen Zielinski addressed the board bringing to their attention the many thank you notes received by the members. This further demonstrates that the grants are really making a difference in the communities of the MTPP members.

Fund Investment: William Bamber

Bill Bamber reported on the funds available in the investment account. He noted that the interest that is earned from the investment is now rolled into the budget.

General Discussion / Public Comment

Bill Bamber requested that the agenda for the Annual Meeting next year be reorganized. He requested that the committee reports be taken out other than the Fire/EMS Committee and the Law Enforcement Committee. This will streamline the entire process.

Jeff McCray inquired about the policy that was being researched by one of our attorneys. There are multiple policy's currently under review and noted in the March Law Enforcement and Fire/EMS Committee Minutes.

Diane Randall suggested that board directors reach out to the lost accounts to keep the retention rate high. Bill Bamber seconded and suggested that the board members physically stop into these offices and make inquiries. Kevin Decker explained the sales process to the board from the agent's perspective and would be appreciative of any assistance from the board.

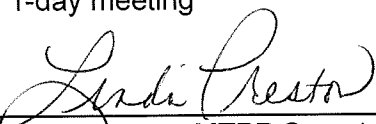
Linda Preston suggested that the board members engage with current members ensuring that everything is going well. Specifically noting any events or conferences.

Alan Wallace asked if there was a point of contact to follow up with when the board members do talk with some of the members. Karen the Program Administrator will be that point of contact.

Adjournment: Chairman, William Walters called adjournment at 9:53a.m.

****For per diem purpose – this is a 1-day meeting****

Date Ratified: 10/18/19

By: 
Linda Preston, MTPP Secretary