



Michigan Township Participating Plan

RATIFIED
Michigan Township Participating Plan
Quarterly Board of Directors Meeting
October 14, 2022 – 9:00 a.m.
Hotel Indigo
Traverse City, MI

1. Call to Order: Chairperson Preston called the meeting to order at 9:00 a.m.

2. Roll Call:

Paul Lehto, Zone 1 – present

David Blake-Thomas, Zone 2 – present

Glen Lile, Zone 3 – present

Diane Randall, Zone 4 – absent

Judy Maike, Zone 5 – present

Joanne Boehler, Zone 6 – present

Michael Boskee, Zone 7 – present

Linda Preston, Zone 8 – present

William Bamber, Zone 9 – present

Others Present: Jennifer Venema, Tokio Marine HCC
Catarina DeSchutter, Tokio Marine HCC
Gregory Zarotney, Tokio Marine HCC
Keith Maciejewski, Tokio Marine HCC
Theresa McNally, Tokio Marine HCC
Stefan Owens, UHY
Troy Meadows, Oliver Wyman
Ashley Higginson, Miller Canfield
Kevin Decker, Decker Agency
Chris Arendshorst, BHS Insurance
Paul Olson, Municipal Underwriters of West Michigan
Judith Bamber

3. Approval of Meeting Minutes:

A. July 14, 2022 Quarterly Meeting Minutes

Motion Stated: Secretary Blake-Thomas made a motion to accept the July 2022 Quarterly Board of Directors meeting minutes as presented.

Motion Supported: Director Bamber

Aye: All

Nay: None

Motion Status: The motion carried unanimously

B. July 14, 2022 Annual Meeting Minutes

Motion Stated: Secretary Blake-Thomas made a motion to accept the July 2022 Annual Board of Directors meeting minutes as presented.

Motion Supported: Director Lile

Aye: All

Nay: None

Motion Status: The motion carried unanimously

4. Unfinished Business:

There was no unfinished business to attend to.

5. New Business:

A. Accounting Presentation

Ms. McNally went through each report given to the board on the financials. She explained the process behind the creation of the reports as well as the current breakdown of the financials.

B. MTPP Quarterly Financial Update

Ms. McNally's presentation covered all aspects of the current financial status.

C. MTPP Large Loss Report

Mr. Zarotney noted that there have been two large losses added since July and four have been closed.

D. Program Administrator Update

Ms. Venema presented the administrator update to the board. She stated that it has been business as usual. By the end of the month the CAFR filing will be complete.

The MTPP website is currently being updated. The member log ins have been created for each Par Plan member and the resources are currently being uploaded. Administration is looking to have the site launched in the next 30 days.

In the month of October, the MTA is hosting 5 regional summits. They have been very beneficial for connecting with members and potential new members.

Ms. Venema introduced Keith Maciejewski as the TMHCC - Public Risk Vice President of Underwriting replacing Jeff McCray.

Mr. Maciejewski gave the board a brief overview of his background.

E. 2022 Year End Actuarial Report

Mr. Meadows addressed the Board and went over the current actuarial report. He explained the 2023 dividend projections as well as detailed the process in which they are calculated.

F. 2022 Year End Financial Report

Mr. Owens presented the year-end report from UHY. He noted that there were no major concerns or issues brought up from their audit.

Motion Stated: Director Boskee made a motion to accept the financial reports as presented.

Motion Supported: Director Bamber

Aye: All

Nay: None

Motion Status: The motion carried unanimously

6. Committee Reports:

A. Executive

Chairperson Preston noted that the committee has not met and does not have anything to report.

B. Bylaws – Election

Secretary Blake-Thomas noted that the committee has not met and does not have anything to report.

C. Budget

Director Bamber noted that the committee has not met and does not have anything to report.

D. Newsletter

Director Maike stated that the October 2022 newsletter has been distributed and was well received.

E. Law Enforcement

i. September 2022 Meeting Minutes

Director Boskee reported to the Board that the committee met September 8-9. He noted that he was impressed by the knowledge and experience held by the committee members and that the meeting was a learning experience. He shared that he and Secretary Blake-Thomas feel that some processes could be more efficient. They don't feel that the current process fully utilizes the knowledge and resources the members bring to the table.

Mr. Boskee stated that upon further review of the policies, there were some constitutional issues related to some of the amendments made. He and Mr. Blake-Thomas recommend that the policies submitted to the Board for approval be sent back to the committees for further review at the March 2023 meeting. He stated that the policies distributed should be a notable Par Plan Policy and should be formatted the same and be of quality.

Director Boskee said that he recommended approving the meeting minutes and also working with the committees to amend bylaws that enable us to improve the product for our members.

The Board discussed the differing needs of each member and how the policies need to be general enough to cover the needs of all members.

Motion Stated: Director Boskee made a motion to accept the September 2022 Law Enforcement Committee meeting minutes with the correction of the date "March 2023 to March 2022".

Motion Supported: Director Lile

Aye: All

Nay: None

Motion Status: The motion carried unanimously

ii. Updated Policies

Motion Stated: Director Boskee made a motion to not adopt the policies reviewed by the committee and table the recommendations for further legal review and formatting.

Motion Supported: Director Bamber

Aye: All

Nay: None

Motion Status: The motion carried unanimously

F. Fire/EMS

i. September 2022 Meeting Minutes

Motion Stated: Secretary Blake-Thomas made a motion to accept the September 2022 Fire/EMS Committee meeting minutes as presented.

Motion Supported: Director Boskee

Aye: All

Nay: None

Motion Status: The motion carried unanimously

ii. Updated Policies

Motion Stated: Secretary Blake-Thomas made a motion to not adopt the policies reviewed by the committee and table the recommendations for further legal review and formatting.

Motion Supported: Director Bamber

Aye: All

Nay: None

Motion Status: The motion carried unanimously

G. Convention

Chairperson Preston noted the theme for the 2023 Fun Night will be "Roaring 20's". EPS has put together some ideas for a speakeasy feel for the event. The MOU will be sent to MTA in the next month.

i. September 2022 Meeting Minutes

Motion Stated: Secretary Blake-Thomas made a motion to accept the September 2022 Convention Committee meeting minutes as presented.

Motion Supported: Director Boskee

Aye: All

Nay: None

Motion Status: The motion carried unanimously

H. Grant

Director Lile noted the grant program opened October 1st. He stated that he made an announcement at his local MTA chapter meeting.

I. Fund Investment

i. April 2022 Meeting Minutes

Motion Stated: Director Bamber made a motion to accept the April 2022 Fund Investment Committee meeting minutes as presented.

Motion Supported: Director Boskee

Aye: All

Nay: None

Motion Status: The motion carried unanimously

7. General Discussion / Public Comment

Chairperson Preston opened the floor for any comments from agents. Chris Arendshorst, Kevin Decker and Paul Olson all gave a brief overview of what they are seeing in the current hard market.

Ms. Higginson stated that they provided the auditors with the information requested for the annual financial statements. She also stated that she and Ms. Venema will begin working on an OMA policy which should be presented at the January 2023 meeting. Ms. Higginson also noted that her firm would be willing to assist in reviewing the proposed policies of the Law Enforcement and Fire/EMS committees should those service be needed.

8. Adjournment

Motion Stated: Director Lehto made a motion to adjourn.

Motion Supported: Director Bamber

Aye: All

Nay: None

Motion Status: The motion carried unanimously

Ratified: January 13, 2023

By: 
MTPP Secretary