

BOARD OF DIRECTORS' MEETING

9:30 a.m., September 29, 2011

MINUTES

The United Schools Insurance Program Board of Directors' conducted an All Board Sit Down Meeting on Thursday, September 29, 2011. Board Members participating: Bill Thurston, Rosalia S/D; Brian Talbott, Nine Mile S/D; Dan Hornfelt, Pullman S/D; Jason Thompson, Newport SD, Jim Forrest, Adna SD; Burton Dickerson, Quincy SD and Paul Turner, Tonasket. Also participating from the Administration Office: Jenni Bates, JoAnn Rogers, Erica Harmon, Lance Hammond, Ryan Holterhoff, Dana Montgomery, Jim Cherf, Eric Homer, Rich Moore, Phil Riche, Shane Heston, Becky Holt, Brian Turnbull and Steve Whetstone.

The meeting was called to order by Chair Talbott at 9:30 a.m.

ITEM 1 INTRODUCTION AND ROLL CALL

Introductions were conducted.

ITEM 2 ADDITIONS TO THE AGENDA

Additions were called for, there were none.

ITEM 3 APPOINT NEW BOARD MEMBERS

Bates explained, area one has a vacant board position due to Dan Winter resigning from the Board. This position has an unexpired term left to fill. Therefore, the Board has the ability to appoint a member to the remaining time left on the term ending 8/31/2013. Motion Turner to appoint Jim Forrest from Adna School District to serve the rest of the remaining term. Second Thurston, motion carried. Welcome Jim!

ITEM 4 OPEN OFFICIAL BALLOTS

Bates explained there was an announcement to Membership regarding expired terms, and one Board vacancy that went out in late July. The Board election ballots were sent out in late August with a return date of September 20, 2011. The ballots were opened and counted. Thompson received 15 votes and Thurston received 14 votes. They were both in different areas running un-opposed. There was no interest at this time for the open Board position in area three, as no written notification was received. The Board will announce this vacancy again later in the year.

Thurston re-elected for Area 6 (Terms 8/31/2011- 9/1/2014)

Thompson re-elected for Area 4 (Terms 8/31/2011- 9/1/2014)

ITEM 5

ELECTION OF OFFICERS

Homer asked the Board to consider someone close for check signing purposes. Motion Turner to re-elect Talbott for Chairman. Second Thurston, motion carried. Motion Forrest to elect Thurston for Vice Chair. Second Turner, motion carried. Motion Thompson to elect Dickerson for Fiscal Officer. Second Thurston, motion carried.

ITEM 6

APPROVAL OF MINUTES

The minutes of July 18, and July 22, 2011 were presented. Motion Thurston to approve the minutes as written. Second Turner, motion carried.

ITEM 7

RESERVE ACCOUNT REPORT AND VOUCHER APPROVAL

Hammond gave an overview of the items listed on the Voucher Summary.

The vouchers have been audited and certified by the Auditing Officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090 have been recorded on a listing, which has been made available to the Board. As of this date, September 29, 2011 the Board does approve for payment for those vouchers included in the above list and further described as follows: September Voucher #11/12-01 in the amount of \$634,551.18. Motion Thurston, second Thompson. Motion carried.

Motion Burton to approve the fiscal committee approved vouchers for August 2011, voucher # 10/11-12 in the amount of \$343,826.39. Second Thurston motion carried.

ITEM 8

FINANCIAL REPORT

Moore presented his ideas on future financial reporting. All questions were answered. He spoke of a new look for the annual report to membership. This document will be 7 pages and will be given to the membership once a year after the annual audit is complete. It will highlight the financial side, plus the program side. The accounts receivable tracking was discussed and a write off policy was discussed.

Motion Burton to allow the administration to write off as bad debt \$500.00 or less without Board approval. However, all write offs will be reported to the Board. Second Thompson, motion carried.

Talbott will email SAO and communicate the new procedures discussed here today.

ITEM 9

RENEWAL UPDATE

Homer gave a brief post renewal update to those present. He asked the Board to continue to think about and consider a possible new rating mechanism for next year. There were six Districts that gave notice last year and USIP did not lose any. Homer explained USIP has never lost a member in the history of the program as the Board members always work hard for their member districts.

Talbott suggested, when new superintendant orientations are close to a Board member District, please involve the Board members in that process. Or, if there are any orientations you would like us to attend out of our areas please let us know.

ITEM 10
AGRIP MEMBERSHIP

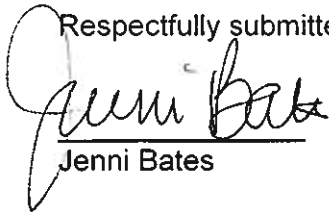
Homer explained to those present what AGIP stands for and the importance of being a member going forward.

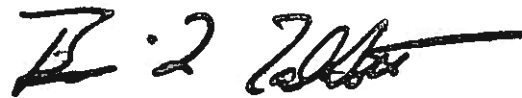
After much discussion, motion Turner to approve the membership of AGRIP for the USIP. Annual membership not to be more than \$750.00. Second Forrest, motion carried.

ITEM 11
NEXT MEETING

The next meeting is scheduled for October 17, 2011 as a fiscal committee conference call.

Respectfully submitted,


Jenni Bates



Brian Talbott, Chair