



**BOARD OF DIRECTORS' MEETING
City of College Place, City Hall**

April 24, 2015 at 9:00 a.m.

MINUTES

The Cities Insurance Association of Washington (CIAW) Board of Directors conducted an All Board meeting on April 24, 2015 at 9:00 a.m. in College Place WA. Board members participating: Wes Crago, City of Ephrata; Tim Snead, City of Quincy; Don Fortier, Grant County FPD #3; Helen Harvey, City of Yakima; Gina Anderson, City of Woodland; Eron Berg, City of Sedro Woolley and Laura Koenig, City of Sultan. Also participating from the Administration Office: Jenni Bates, Jennifer Homer, Frank Andrus, Ellen Kosa, Lance Hammond, Eric Homer, Jim Cherf, Mark Sherwood and Angela Eloff representing Clear Risk Solutions.

**ITEM 1
INTRODUCTIONS**

Roll call was taken.

**ITEM 2
ADDITIONS**

Additions were called for; there were none.

**ITEM 3
ELECTION OF OFFICERS**

Crago opened the floor for nominations and after some discussion, motion Crago to elect Pat Reay, as Chairman of the Board, second by Snead, motion carried.

Motion Fortier to elect Brian Asmus as Vice Chairman, second by Crago, motion carried.

Motion Harvey to elect Crago for Fiscal Officer, second By Koenig, motion carried.

Officers for 2014/15:

Chairman – Pat Reay
V. Chairman – Brian Asmus
Fiscal Officer – Wes Crago

**ITEM 4
APPROVAL OF MINUTES**

The minutes of the March 9, 2015 were presented. Motion Crago to approve the minutes as presented. Second Anderson, motion carried.

**ITEM 5
RESERVE ACCOUNT REPORT AND VOUCHER APPROVAL**

Andrus 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 of Directors.

As of this date, April 24, 2015 the Board approves for payment those vouchers included in the above list and further described as follows: CIAW April Voucher #14/15-05 in the amount of \$1,138,730.68. Motion Fortier to approve the above voucher and summary as presented. Second Crago, motion carried.

ITEM 6

FINANCIAL REPORT

E. Kosa presented a detailed financial report to the Board and those present. The year-end financials, current year financials and solvency test were all discussed. All questions were answered in detail. The bank statements and transfers to date were reviewed. Motion by Anderson to approve the bank statements and transfers as presented. Second by Koenig, motion carried.

ITEM 7

ACTUARY LETTER OF COMMITMENT

Harvey led the discussion regarding the 14/15 RFQ that is required by WAC. The actuary work to date will continue as the RFQ language is prepared.

ITEM 8

REVISIT LETS AND DTS

Cherf presented the need to update the LETS and DTS software to better serve the members. Cherf asked the Board to consider having Clear Risk Solutions provide those up grades at no cost to the CIAW. In return the CIAW would surplus the existing equipment. After much discussion, the Board asked that Clear Risk Solutions bring back some additional information to the next meeting of the Board.

ITEM 9

MARKETING REPORT

Homer updated the Board regarding new member interest. He also was pleased to announce the addition of two larger irrigation districts to the CIAW.

ITEM 10

SCHOLARSHIP COMMITTEE REPORT

Committee Chair Laura Koenig reported that there were 14 applications for review. The committee met and is recommending that the registration cost of \$5845.00 is considered by the Board to award to those applying for assistance. After much discussion regarding the full expenditure of the scholarship budget for this year and possibly re-writing the scholarship guidelines. A motion was made by Fortier to award the \$5845.00 for registration costs only to those applying for assistance. Second by Koenig, motion carried (Berg, opposed the use of the full scholarship budget).

ITEM 11

UPCOMING AUDIT

E. Kosa discussed the upcoming SAO audit timelines. We expect them to start in the first part of June.

ITEM 12

AREA 3 OPEN BOARD POSITION

Bates explained the work that has already been done to fill the open Board position in area 3. Chair Reay will do some research and see who might be interested within the Irrigation Districts in that area since they have no current representation on the Board. All other areas of membership currently are represented. He will report back at the next Board meeting.

ITEM 13

OWNCLOUD DEMONSTRATION

E. Kosa and Homer gave a brief demonstration regarding the future use of the OwnCloud for Board Meetings. The Board agreed to begin to move towards that direction. Most of the Board members had their own tablets or laptops, more information will become available in the coming months.

ITEM 14

CLOSING COMMENTS

Cherf thanked Pat Reay and the City of College Place for hosting the 2015 Board Retreat. He also thanked the Board Members of the CIAW for attending, and for all their hard work while serving the membership of the CIAW.

Harvey reviewed some additional items that came to mind regarding the two day discussion.

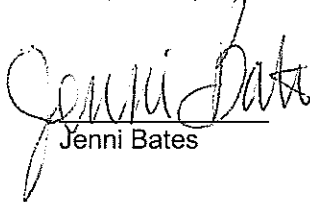
- PSA Addendum regarding the DBA name change
- Rule/Law regarding Collections

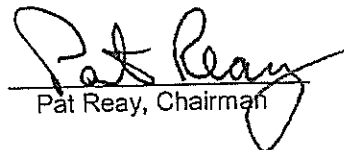
ITEM 15

NEXT MEETING

The next meeting of the Board will be held on July 13, 2015 via telephone conference, 451 Diamond Drive, Ephrata Washington at 11:00 a.m.

Respectfully submitted,


Jenni Bates


Pat Reay, Chairman