

Wellness Insurance Network Board of Trustees Meeting  
Wednesday, July 25, 2012  
Barrington Public Library

Minutes

1. Welcome

President Detlev Pansch called to order the meeting of the Wellness Insurance Network (WIN) Board of Trustees at 2:05 p.m.

2. Roll Call

Secretary Beal called roll. The following Trustees were present: Beal, Cerqua, Lentine, Nee, Thomas, Pansch. Trustees absent: Sarnoff

Scott Remmenga and Maryann Mileto were also in attendance.

3. Election of Officers:

Pansch reported official election results of 14 votes with Beal and Cerqua both being re-elected. Both candidates will be serving 2 year terms.

Pansch moved the following slate for officers: Lentine – President, Thomas – Vice President, Cerqua – Treasurer, and Beal – Secretary. Thomas seconded.

UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT: 1.

4. Approval of Agenda

TRUSTEE THOMAS MOVED TO APPROVE AGENDA OF JULY 25, 2012.  
TRUSTEE CERQUA SECONDED THE MOTION.

No changes or additions. President Lentine called for a vote to approve agenda as presented.

UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT: 1.

5. Approval of Minutes

TRUSTEE NEE MOVED TO APPROVE BOARD MEETING MINUTES OF JUNE 27, 2012. TRUSTEE BEAL SECONDED THE MOTION.

No changes or additions. President Lentine called for a vote to approve minutes as presented.

UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT: 1.

6. Presentation and Approval of Bills

Remmenga went over the list of bills presented for the period June 28 to July 24, 2012. Board reviewed list of checks. No comments or questions.

President Lentine called for a motion for approval of bills.

TRUSTEE BEAL MOVED FOR APPROVAL OF BILLS AS PRESENTED.  
TRUSTEE THOMAS SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: BEAL, CERQUA, LENTINE, NEE, PANSCH, THOMAS; NAYS-0; ABSENT-1: SARNOFF.

7. Treasurer's Report - Financial Statements ending June 30, 2012 before audit

- a) Remmenga reviewed the statement of Revenue and Expenditure Budget and Actual Report for the period ending June 30, 2012 before audit.
- b) Remmenga reviewed the Balance Sheet for the period ending June 30, 2012 before audit. Explanations were provided regarding the cash accounts and how transactions were recorded. All bank accounts have been reconciled for June and adjusted if required.

President Lentine called for a motion for approval of financial statements before audit as presented.

TRUSTEE BEAL MOVED FOR APPROVAL OF BILLS AS PRESENTED.  
TRUSTEE PANSCH SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-6: BEAL, CERQUA, LENTINE, NEE, PANSCH, THOMAS; NAYS-0; ABSENT-1: SARNOFF.

8. Committee/Administration Reports

- a) Assurance Agency – Maryann Mileto updated the Board on the June claims and overall year-to-date. The pool ran well at about 70% of expected. A couple of contract issues have been discovered regarding counseling services resulting in the need to amend the BC/BS contract so claims may be processed as previously done by Allied Benefits.

Trustee Cerqua mentioned there was one problem regarding pre-certification. The BC/BS representative Jessica Smith was contacted and was able to resolve. Mileto will look into to making sure this process is set up correctly.

b) Scott Remmenga explained billing has gone out and adjustments may still happen in August. April Krzeczowski has updated all the information as received. In addition to completing reconciliations, Quickbooks Online has been set up. The audit is scheduled for the middle of August. There are still some items required in order to have online banking access to print bank statements. Paperwork was sent to President Lentine to sign. It is intended to consolidate banking in September and bring new signature cards for approval at the August Board Meeting.

9. President's Report – President Lentine thanked Trustee Pansch for his leadership. In addition, Lentine expressed appreciation to Maryann Mileto, Liz Smith, April Krzeczowski, and Scott Remmenga for all their work during the transition process.

10. Communications - None

a) Old Business

b) Action Item: Dental eligibility for part-time employees

TRUSTEE CERQUA MOVED TO CHANGE THE DENTAL ELIGIBILITY TO 20 HOURS OR MORE EFFECTIVE 7/1/12 GRANDFATHERING ALL THOSE EMPLOYEES ALREADY ENROLLED IN DENTAL PROGRAM. TRUSTEE PANSCH SECONDED THE MOTION. UPON BEING PUT A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1.

It was asked that Maryann Mileto send out communication to members about this change. Mileto will send out a summary of different changes and relevant information regarding renewal.

11. New Business

a) Action item- Wellness Screening – selection of vendor – Mileto presented information on vendors and then discussion ensued regarding the locations to be offered. Wellness Inc. will be asked whether the location count requirement could be dropped from 30 to 25.

TRUSTEE THOMAS MOVED TO KEEP WELLNESS INC. AS VENDOR FOR WELLNESS SCREENINGS IN 2012. TRUSTEE BEAL SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1.

b) Action item – FSA administration for those not participating in medical – Remmenga explained there are two members who only participate in FSA. After discussion it was agreed any administration cost for FSA should be paid by those participating in FSA.

TRUSTEE THOMAS MOVED TO HAVE THOSE MEMBERS NOT PARTICIPATING IN MEDICAL WILL PAY A FLAT FEE AT RENEWAL. THE FEE WILL BE DETERMINED AS A PART OF THE OPEN ENROLLMENT PROCESS. TRUSTEE

CERQUA SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1.

c) Discussion on FSA payments and reconciling for FY2012. Remmenga explained the process of FSA. If an employee left before the end of the year and spent more than was collected through payroll deductions, the additional amount was not being collected from the individual's library. For those employees who did not spend the amount elected for the year, the surplus was staying with the overall account and not being returned to the individual's libraries. After discussion it was determined this practice would stay in place for calendar year 2012, but with new plan year January 1, 2013 this practice would change. Any shortfall would be charged to the participating member's library and any surplus at year end would be returned to member's library.

d) Discussion on process of blending of provider plans – Mileto handed out a summary chart with beginning options to consider. Once more claim data has been gathered by BC/BS, other plan design changes will be investigated and brought to Board. Any plan design changes under serious consideration will then be brought to member libraries at the Fall Member Meeting.

e) Discussion on communication of agenda to members – Remmenga asked for clarification on how information regarding Board Meetings should be sent to membership. After discussion it was determined the agenda will be posted on the website with link sent to all members before each meeting. All exhibits will be sent to the Board through email as has been done in the past, and made available to member libraries upon request to a member of the Board.

12. Public Comment - None

13. Next Board Meeting Date and Location – The next meeting will be at Barrington Public Library at 2pm on August 22, 2012.

14. Adjournment

TRUSTEE PANSCH MOVED TO ADJOURN THE MEETING AT 3:48 P.M. TRUSTEE NEE SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-6; NAYS-0; ABSENT-1.

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Secretary