

Everett School Employee Benefit Trust
Minutes of June 23, 2006
Facilities & Planning Conference Room
8:00 a.m.

Attendance

Trustees
Molly Ringo
Sue McCann
Mike Gunn
John Morrill
Kay Nickel
Betsy Selders

Also Attending

Darla Van Duren

Recorder

Susan Sacha

I. Call to Order:

The meeting was called to order by Molly Ringo at 8:05 a.m.

II. Adoption of Agenda

The agenda was adopted as written.

III. Approval of Minutes

The minutes from the June 12th meeting were approved as written.

IV. Benefit Coverage for Unpaid Medical Leave

Randi and Melanie Curtice are working on a new policy. Melanie does not expect any problems with the changes. This item will be added to the August 21st meeting agenda.

V. Mercer Budget

Darla distributed a summary of Mercer's billings. Discussion followed regarding past billing. There were questions about the big difference between the 2004-05 and 2005-06 billings and whether it would be better to ask for credit or remittance. Molly felt it was hard to track the way it's currently done. John commented that he didn't know we were on a commission. Mike wanted to know where the commissions were coming from and felt it would be helpful to get a monthly statement. John felt a breakdown of what the commissions were for would also be important. Further discussion will be held at the August meeting.

VI. Auditor Review

Darla distributed reference information on Toyer & Associates and explained her findings. There were no negative comments from the peer review Darla conducted. She said that a current client highly recommended Toyer and felt they were professional, positive and willing to go the extra mile. After discussion a motion was made and seconded to secure the services of Toyer and Associates for a full audit. Motion passed. Darla will notify Moss Adams and will introduce the new auditors at the August meeting. The engagement letter was signed by Molly.

VII. Calendar Review

Several changes were made to the calendar. They included:

May

- ✓ Review consultant's budget
- ✓ Review auditor's engagement letter

June

- ✓ Approve consultant's budget
- ✓ Approve auditor's engagement letter

VIII. Other

No items

IX. Executive Session

The regular meeting was adjourned at 8:25 am so that an executive session could be held.

Sincerely,

Betsy Selders