

# **SCHOOL CONSTRUCTION INSURANCE POOL, INC.**

## **Minutes of the Annual Meeting of the Board of Directors (April 11, 2025)**

### **A. Opening of the Meeting**

Procedural 1. Call to order: Karin Ward

Karin Ward called the meeting to order at 9:33 a.m.

#### **Board members present:**

Karin Ward, Beaver Creek Elementary School District

Lizette Huie, Sahuarita Unified School District (via teleconferencing)

Dale Ponder, Crane Elementary School District (via teleconferencing)

#### **Staff members present:**

Mike Tiffany

Ryan Cole

Kendra Callaghan

Aubrey Bernal

Ashley Perkins

Norm Hall

Garrett Mahoney

Patrick Kohnen, Claremont Capital (via teleconferencing)

Tom Palmer, Claremont Capital (via teleconferencing) (arrived at 9:41 a.m.)

Procedural 2. Welcome of visitors: Karin Ward

No visitors were present.

### **B. General Business**

Action 1. Approval of the agenda: Karin Ward

Motion: Dale Ponder

Second: Lizette Huie

Final resolution: Motion approved

Action 2. Approval of minutes of the February 13, 2025 meeting of the board: Karin Ward

Motion: Lizette Huie

Second: Dale Ponder

Final resolution: Motion approved

Action 3. Management Report: Staff

The following items were discussed:

- Conflict of Interest Statement—signatures needed for 2025/2026
- Board member mileage reimbursement—changed to \$0.70/mile
- Date change for next board meeting—October 17

#### Action 4. Financial Report: Staff

Garrett Mahoney presented the financial statements for the period ending February 28, 2025. Tom Palmer of Claremont Capital Management reviewed the investment performance for the period ending February 28, 2025.

### C. New Business

#### Action, Discussion 1. Discussion and approval of SCIP policies: R. Cole

Ryan Cole discussed the following SCIP policies for approval:

- Board Expense Policy
- Investment Policies and Procedures
- Protection of Electronic Files Policy
- Authority matrix

The board of directors of the School Construction Insurance Pool, Inc., approved the policies as written.

Motion: Lizette Huie

Second: Dale Ponder

Final resolution: Motion approved

#### Discussion 2. Discussion of SCIP re-launch efforts: R. Cole

Ryan Cole noted that staff is actively marketing the SCIP program through district conversations, new marketing collateral, refreshed education and messaging, and leveraging of the School Facilities Division relationship. Despite these efforts, low interest in the program to date suggests that integrating with a planned Gallagher OCIP might be a more effective approach. Staff committed to keeping the board informed on both SCIP's marketing efforts and progress with the Gallagher OCIP. There was also discussion about potential dissolution of SCIP and what that would entail.

#### Action, Discussion 3. Discussion and approval of 2025/2026 Budget—Rev. 0: R. Cole

Ryan Cole presented the proposed 2025/2026 Budget—Rev. 0 for the board's review and discussion. The budget is based on an estimate of \$0 in new construction values and \$0 in contributions. It allocates \$77,500 in expenses to maintain the pool, including \$20,000 for the SCIP consultant role. The budget includes \$180,000 in net investment income, which results in an excess of revenues over expenses of \$102,500.

The board of directors of the School Construction Insurance Pool, Inc., approved the 2025/2026 Budget—Rev. 0.

Motion: Lizette Huie

Second: Dale Ponder

Final resolution: Motion approved

#### Action, Discussion 4. Discussion and approval of Claremont Capital Management, LLC, contract: K. Callaghan

Kendra Callaghan discussed renewal of the contract with Claremont Capital Management, LLC, for investment management services, effective July 1, 2025. The only changes from the 2024/2025 contract are updates to the dates.

The board of directors of the School Construction Insurance Pool, Inc., approved the contract with Claremont Capital Management for investment management services.

Motion: Dale Ponder  
Second: Lizette Huie  
Final resolution: Motion approved

Action, Discussion 5. Discussion and approval of the 2025/2026 Trust and SCIP administration contract: K. Callaghan

Kendra Callaghan presented the proposed contract between the School Construction Insurance Pool, Inc., and the Arizona School Risk Retention Trust, Inc. The scope of work and \$50,000 administration fee do not contemplate a SCIP relaunch, and there are no material changes in comparison with the 2024/2025 contract.

The board of directors of the School Construction Insurance Pool, Inc., approved the contract between the School Construction Insurance Pool, Inc., and the Arizona School Risk Retention Trust, Inc., for administrative services.

Motion: Dale Ponder  
Second: Lizette Huie  
Final resolution: Motion approved

Action, Discussion 6. Discussion and approval of the contract with Michael L. Fisher as SCIP consultant: K. Callaghan

Kendra Callaghan presented the renewal of the contract with Michael Fisher to educate Trust members on SCIP, assess interest, and assist in program marketing efforts. The 2025/2026 budget includes an amount of \$20,000 for Mr. Fisher's consulting fee. Staff does not anticipate the work to exceed this amount for the year.

The board of directors of the School Construction Insurance Pool, Inc., approved the 2025/2026 contract with Michael L. Fisher as SCIP consultant.

Motion: Dale Ponder  
Second: Lizette Huie  
Final resolution: Motion approved

## **D. Adjournment**

A motion was made to adjourn the meeting.

Motion: Dale Ponder  
Second: Lizette Huie  
Final resolution: Motion approved

Karin Ward adjourned the meeting at 9:57 a.m.

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Received and approved by Karin Ward  
President  
School Construction Insurance Pool, Inc.