

**Minuteman Nashoba Health Group**

**Steering Committee Meeting**

Thursday, February 15, 2018 at 9:30 AM

Groton Center Fire Station  
Groton, MA

**Meeting Minutes**

**Committee Members Present:**

Donna Madden, Chair	Town of Bolton
Melisa Doig	Town of Groton
Kerry Colburn-Dion	Town of Carlisle
Kevin Johnston	Town of Ayer
Bev Beno	CASE Collaborative

**Guests Present:**

Ian Rhames, MNHG Treasurer	Concord Carlisle RSD
Carol Cormier	Group Benefits Strategies
Karen Carpenter	Group Benefits Strategies

Donna Madden, MNHG Chair, called the meeting to order at 9:38 AM.

**Meeting with Auditor re FY17 Audit Report:**

Anthony Marini, CPA of Lynch Marini & Associates, Inc. reviewed the information in the FY17 draft Audit report. He noted delays in getting reinsurance information. He said the Fund Balance was \$2,670,570 which was well below the Fund Balance target. He noted on page 2 that while revenues were up about \$2.3 million in FY17, the claims were up about \$3.5 million. Mr. Marini reviewed page 12, Required Supplementary Information, and said that the actual claims were a bit lower than the estimated claims.

Bev Beno asked about an increase in the Other Administrative Services expenses.

Mr. Marini responded that the next year they should be moved into claims.

There were no other questions.

Donna Madden thanked Mr. Marini.

Donna Madden adjourned the meeting at 9:50 AM.

*Prepared by Carol Cormier  
Group Benefits Strategies*