



Giving every Galveston child the opportunity to soar

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**Moody Early Childhood Center Board of Directors**  
**Board Meeting**  
**Thursday, August 29, 2024 @ 9:15 a.m.**  
**Rosenberg Library, McCullough Room**

Join Zoom Meeting

<https://us02web.zoom.us/j/81367559312?pwd=4TsNVZMEZyNX0xe8SjvTkftiBbM4O.1>

Meeting ID: 813 6755 9312

Passcode: 404172

1. Call to Order
2. Establish Quorum
3. Declarations of any Conflicts of Interest
4. Public Comment
5. Minutes of July 25, 2024 meeting (enclosed)
6. Nomination & Vote: New Board Member
7. Insurance Review – Monica Brown, Sr. Client Success Specialist & Marketing Coordinator, ACSR, CIC, LRM Galveston Insurance Associates (GIA)
8. Finance Committee Reports (distributed separately)
  - a. Consideration for Approval
    - i. Insurance
    - ii. Budget
9. Executive Director's Report (enclosed)
10. Committee Reports
  - a. Governance (enclosed)
  - b. Resource Development
  - c. Scholarship
11. Adjourn to Executive Session –The board may recess into Closed Executive Session as permitted by the Texas Open Meeting Act Government Code Sections 551.071-551.090 Sub-chapter D and E. Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed meeting then the final action, final decision or final vote shall be either:
  - i. in the open meeting covered by the Notice upon the reconvening of the public meeting; or
  - ii. at a subsequent public meeting of the Board upon notice thereof as the board shall determine
12. Reconvene from Executive Session and take any action warranted.
13. Confirm next meeting (*September 26, 2024, 9:00 a.m.*)
14. Adjourn

# A Hicks

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**From:** Weez doherty <weezd@comcast.net>  
**Sent:** Thursday, July 25, 2024 3:30 PM  
**To:** A Hicks  
**Subject:** minutes

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**Moody Early Childhood Center Board of Directors Minutes**  
**Board Meeting**  
**Thursday, July 25, 2024 @ 9:00 a.m.**

Join Zoom Meeting  
<https://us02web.zoom.us/j/85717691633?pwd=TzFJdmRJbTN6UkZRaWxxajZBbVZsUT09>

Meeting ID: 857 1769 1633  
Passcode: 416628

1. Call to Order at 9:00 a.m.
2. Establish Quorum  
Present: Betty Massey, Jeri Kinnear, Angela Brown, Dr Deborah Jones, Laura Bourgeois, Weez Doherty, Austin Kirwin, Karin Miller  
Not Present: Dr Karen Ratcliffe, Dr Amber Brown, Dr. John Prochaska, Erica Adams
3. Declarations of any Conflicts of Interest N/A
4. Public Comment N/A
5. Minutes of May 30, 2024 meeting (enclosed)  
Motion made by Jeri Kinnear, seconded by Laura Bougeois. Passed.
6. Finance Committee Reports (distributed separately)  
Angela Brown made the presentation.
7. Executive Director's Report (enclosed)  
Karin Miller made the presentation.
8. Discuss/Approve: 2024/25 Budget (enclosed)  
Angela Brown made the presentation.
9. Discuss/Approve: GISD Child Nutrition Contract (enclosed)  
Karin Miller made the presentation. Motion by Weez Doherty to approve, seconded by Laura Bourgeois. Passed.
10. Discuss/Approve: 2024/25 Procedures Manual (enclosed)  
Karin Miller made the presentation. Moved item to August meeting.
11. Discuss/Approve: 2024/25 Family Handbook (enclosed)  
Motion by Laura Bourgeois, second by Jeri Kinnear. Passed.
12. Discuss/Approve: 2024/25 D&O Insurance Quote (distributed separately)  
Motion to approve by Betty Massey, second by Jeri Kinnear. Passed.
13. Committee Reports
  - a. Governance  
Jeri Kinnear made the presentation. Discussion concerning evaluation instrument for Karin Miller.
  - b. Resource Development.  
Betty Massey made the presentation concerning future Kempner fund participation.

c. Scholarship

Scholarship Committee has not met.

14. Confirm next meeting (*August 29, 2024 9:00 a.m.*)
15. *Confirm August 5th.*
16. Adjourn at 11:25 a.m



Giving every Galveston child the opportunity to soar!

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To: MECC Board of Directors

From: Governance

Date: August 21, 2024

Re: Board Term Years

In addition to the election of Gretchen Schulz to the MECC board of directors, Governance Committee will address the following:

- a. Affirmation of the reappointment of Deborah Jones to a second three year term on the MECC board ;
- b. Review of the enclosed Term of Service Matrix;
- c. Initial review of the current Bylaws (2019 last revised) and appointment of a task force to review and return to board with recommended changes.

We will address the board's review of our executive director's performance in the Executive Session.

Moody Early Childhood Center • Galveston, Texas • 409-370-0284



*The Moody Early Childhood Center is a United Way Partner Agency*

**MECC Board Year Class Term**

<b>2024</b>	<b>Dr. Deborah Jones (1), Dr. Karen Ratcliff (1)</b>
<b>2025</b>	<b>Betty Massey (2), Angela Brown (2)</b>
<b>2026</b>	<b>Laura Bourgeois (1)</b>
<b>2027</b>	<b>Austin Kirwin (1), Gretchen Schulz (1), Dr. Amber Brown (2)</b>
<b>2028</b>	
<b>2029</b>	<b>Dr. John Prochaska (2)</b>
<b>2030</b>	<b>Weez Doherty (2), Jeri Kinnear (2)</b>

**MECC: Executive Director  
Board Report  
August 29, 2024**

**A. Information**

i. Current Enrollment

1. IT

- 113 enrolled 20 in process (32 moved into PK)
- 37 spaces available

2. PK3

- 82 enrolled and 9 in process
- 41 spaces available

3. PK4

- 54 enrolled and 2 in process
- 4 spaces available

ii. Scholarship

1. Traditional Scholarship Costs

- Serving 38 students
  - i. Parent Pay \$3,386
  - ii. Scholarship \$32,560
  - iii. Balance \$8,382.40

2. Extended Care (NTH) Costs

- Serving 6 students
  - i. Parent Pay \$300
  - ii. Scholarship \$4501
  - iii. Balance \$143,625.45

**B. Updates**

i. Initiatives

1. Recruiting students for Non-Traditional Hours
2. Massive recruitment efforts for traditional hours are ongoing...and not stopping!

ii. Infant Playgrounds

1. All of the equipment is in. Waiting on sign for ribbon cutting.

iii. Imagination Library – Enrollment ongoing

**C. Upcoming Events**

i. United Way Luncheon - 2 seats available for Board members

ii. Visits-United Way Austin

iii. Events

1. Family Service Center
2. Food Bank – Backpack Buddies
3. Mobile Food Drive
4. Depelchin New initiative

**D. Action Items**

i. Budget 2024-2025

ii. Insurance

**Moody Early Childhood Center**  
**Budget Proposal**  
**FYE August 31, 2025**

	Actual	2024 Budget	2025 Budget	
<b>Revenues</b>				
Contributions	\$ 14,213.00	\$ 27,645.00	\$ 15,000.00	
Contributions-Moody	\$ 1,966,667.00	\$ 1,966,667.00	\$ 1,966,667.00	
Capital Contributions				
Contributions - Board Members	\$ 1,418.00	\$ 1,300.00	\$ 1,400.00	
Childcare Expansion Grant				
Private Grants	\$ 446,920.00	\$ 350,000.00	\$ 500,000.00	
Government Contributions	\$ 2,550.00	\$ 2,550.00	\$ 3,500.00	
GISD Allotment	\$ 805,598.00	\$ 1,000,000.00	\$ 1,891,750.00	
Federal Food Services	\$ 56,740.00	\$ 98,142.00	\$ 85,000.00	
Interest Income	\$ 66,405.00	\$ 121,218.00	\$ 70,000.00	
Other Income	\$ 6,819.00	\$ 12,220.00	\$ 9,000.00	
Tuition	\$ 461,775.00	\$ 875,846.00	\$ 537,646.00	-PEF
Federal Child Care Subsidy	\$ 197,401.00	\$ 563,000.00	\$ 300,000.00	
<b>Total Revenues</b>	<b>\$ 4,026,506.00</b>	<b>\$ 5,018,588.00</b>	<b>\$ 5,379,963.00</b>	
<b>Expenses</b>				
Payroll and Related Expenses	\$ 3,508,317.00	\$ 3,982,947.00	\$ 4,768,637.00	
Transportation		\$ 500.00	\$ 1,000.00	
Food Services	\$ 97,140.00	\$ 100,000.00	\$ 100,000.00	
Professional Development Charges	\$ 33,214.00	\$ 41,736.00	\$ 38,000.00	
Board Expenses	\$ 3,666.00	\$ 4,000.00	\$ 4,000.00	
Professional Fees	\$ 69,323.00	\$ 115,000.00	\$ 75,000.00	
Educational Consultants	\$ 30,745.00	\$ 42,000.00	\$ 38,000.00	
Supplies	\$ 170,156.00	\$ 185,991.00	\$ 190,000.00	
Family Engagement	\$ 17,522.00	\$ 20,114.00	\$ 20,000.00	
SBA Loan			\$ 108,000.00	
Interest Expense	\$ 14,975.00		\$ 20,000.00	
Occupancy	\$ 8,100.00	\$ 9,600.00	\$ 10,000.00	
Repairs and Maintenance	\$ 205,086.00	\$ 240,796.00	\$ 245,000.00	
Insurance	\$ 67,378.00	\$ 62,000.00	\$ 90,000.00	
Fundraising Expenses	\$ 13,333.00	\$ 17,777.00	\$ 15,000.00	
Printing and Postage	\$ 14,215.00	\$ 20,000.00	\$ 16,000.00	
Dues and Subscriptions	\$ 6,494.00	\$ 7,995.00	\$ 7,500.00	
Bank Fees	\$ 3,349.00	\$ 4,070.00	\$ 4,500.00	
Travel	\$ 12,144.00	\$ 22,000.00	\$ 16,000.00	
Information Technology	\$ 21,423.00	\$ 25,000.00	\$ 25,000.00	
Marketing	\$ 57,485.00	\$ 40,000.00	\$ 60,000.00	
Other Expenses	\$ 42,897.00	\$ 50,000.00	\$ 47,000.00	
<b>Total Expenses</b>	<b>\$ 4,396,962.00</b>	<b>\$ 4,991,526.00</b>	<b>\$ 5,898,637.00</b>	
<b>Operating Net Income (Loss)</b>	<b>\$ (370,456.00)</b>	<b>\$ 27,062.00</b>	<b>\$ (518,674.00)</b>	
<b>Other Revenues</b>				
Cash Forward (GISD Settle up/ Chiller/Summer Program)			\$ 495,000.00	
Insurance Reimbursement Proceeds	\$ 18,500.00			
<b>Total Other Revenue</b>	<b>\$ 18,500.00</b>	<b>\$ -</b>	<b>\$ 495,000.00</b>	
<b>TOTAL NET INCOME (LOSS)</b>	<b>\$ (351,956.00)</b>	<b>\$ 27,062.00</b>	<b>\$ (23,674.00)</b>	
<b>Other Expenses</b>				
Add'l Payroll (fully staffed)			\$ 804,000.00	
<b>Total Other Expenses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 804,000.00</b>	

**BUSINESS INSURANCE PROPOSAL**

**FOR**

**MOODY EARLY CHILDHOOD CENTER**

**AUGUST 15, 2024**

**PRESENTED BY:**



*Please remember that the extent of any insurance provided to you is at all times governed by the complete terms and conditions of the issued policy itself.*

*This presentation is a summary only and does not constitute coverage. You must sign and return all required documentation along with payment for the premium amount due before a request for coverage can be made to the Insurance Company*

*From June through November insurance companies may stop binding coverage when a 'tropical disturbance' enters the Gulf of Mexico or Caribbean Sea. In these cases, coverage quoted in this proposal cannot be put in effect until the company lifts its binding restrictions.*





August 15, 2024

Moody Early Childhood Center  
1110 21st Street  
Galveston TX 77550

Re: Proposal for Liability Package and Excess  
Proposed Effective 9/1/2024 to 9/1/2025

Dear Members of the Board:

**THANK YOU FOR YOUR BUSINESS!**

We are pleased to enclose a presentation for the above referenced policy or line(s) of coverage. We would like to point out that this presentation outlines a few of the coverage and/or limitation features of the coverage line(s) being presented, others may apply. We strongly encourage you to review the presentation closely and call us should you have any questions or concerns. *Please remember that the extent of any insurance provided to you is at all times governed by the complete terms and conditions of the issued policy itself. This presentation does not constitute coverage. You must sign and return all required documentation along with payment for the premium before a request for coverage can be made to the insurance company.*

We would also like to remind you that your exposure to a loss may exceed your current limits. Higher limits may be available.

GIA offers a full line of insurance products including Employee Benefits to help meet all your insurance needs.

If you have ANY questions concerning this presentation or any other insurance matter, please let us know.

Sincerely,

*Monica L Brown*

Monica L Brown

Enclosure



**MOODY EARLY CHILDHOOD CENTER'S SERVICE PERSONNEL**

**Monica L Brown CIC, LRM, ACSR**

Account Manager

Phone: (409)740-1251

Fax: (409)740-0513

Email: [monica.brown@gia-tx.com](mailto:monica.brown@gia-tx.com)

Monica L Brown CIC, LRM, ACSR is responsible for the daily servicing of your account including endorsements, certificate requests, client services, program design, accounting, quality assurance and market relationships.

Please feel free to contact us if you have any questions or concerns regarding your insurance program.



**GENERAL LIABILITY SECTION**

**I N S U R A N C E**

Company:	Tokio Marine Specialty Insurance
AM Best Rating:	A++ XV
Policy Term:	1 Year
Premium:	\$45,330.31
	<i>\$38.00 Optional Additional Premium for TRIA Coverage</i>
	<i>Rates are not guaranteed. They are set by the company and subject to change.</i>

Location(s) of premises:	1110 Moody Ave, Galveston, TX 77550
Description of operations:	Daycare/Charter School - Not For Profit

<b><u>Limits</u> **</b>	
\$ 1,000,000	Each Occurrence Limit
\$ 2,000,000	Products/Completed Operations Aggregate
\$ 1,000,000	Personal Injury/Advertising Liability
\$ 2,000,000	General Liability Aggregate
\$ 100,000	Fire Damage Legal Liability
\$ 5,000	Medical Expenses
<b>Deductible:</b>	\$0 Bodily Injury, Property Damage, Personal Injury & Advertising Injury <i>Applies separately per claim, including loss adjustment expense</i>
<b>Subject to:</b>	Final Audit Adjustment of the Premium Basis listed below that was used to determine the annual estimated premium for this presentation. <b>\$175.00 Non-Refundable Policy Fee is Included</b>
<b>Premium Basis:</b>	Day Care Center – Not for Profit – Number of Persons = 365 Parks/Playgrounds = 3
<b>Special Conditions:</b>	<i>25% Minimum Earned Premium clause</i> <i>100% Earned – Additional Insured / Waiver of Subrogation Premiums</i> <b>GL coverage is premises-driven. All applicable locations MUST be listed.</b>
<b>Important Exclusions: (Others May Apply)</b>	Absolute Cyber Liability and Electronic Data, Nuclear Energy Liability, Asbestos, Lead, Silica, Silica Dust, Fungi, Bacteria, Designated ongoing Operations, Communicable Disease, Access or Disclosure of confidential or personal information, Medical Payments to Children, Employment Related Practices, Binding Arbitration, PFCs/PFAs, Terrorism if Rejected, Absolute Abuse or Molestation, Adoption or Foster Care, Absolute Cyber Liability and Electronic, Professional Liability, Prior and Pending Litigation, Prescription and Non Prescription Drugs.
<b>Contingent upon:</b>	Signed TRIA Rejection Form

**\*\* Notice regarding higher liability limits:** Your exposure to a liability loss may exceed your limits and even those quoted here. Higher liability limits may be available. Please let us know if you would like additional information or a quote.



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**GENERAL LIABILITY DELUXE ENDORSEMENT:  
HUMAN SERVICES**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE**

It is understood and agreed that the following extensions only apply in the event that no other specific coverage for the indicated loss exposure is provided under this policy. If such specific coverage applies, the terms, conditions and limits of that coverage are the sole and exclusive coverage applicable under this policy, unless otherwise noted on this endorsement. The following is a summary of the Limits of Insurance and additional coverages provided by this endorsement. For complete details on specific coverages, consult the policy contract wording.

Coverage Applicable	Limit of Insurance	Page #
Extended Property Damage	Included	2
Limited Rental Lease Agreement Contractual Liability	\$50,000 limit	2
Non-Owned Watercraft	Less than 58 feet	2
Damage to Property You Own, Rent, or Occupy	\$30,000 limit	2
Damage to Premises Rented to You	\$1,000,000	3
HIPAA	Clarification	4
Medical Payments	\$20,000	5
Medical Payments – Extended Reporting Period	3 years	5
Athletic Activities	Amended	5
Supplementary Payments – Bail Bonds	\$5,000	5
Supplementary Payment – Loss of Earnings	\$1,000 per day	5
Employee Indemnification Defense Coverage	\$25,000	5
Key and Lock Replacement – Janitorial Services Client Coverage	\$10,000 limit	6
Additional Insured – Newly Acquired Time Period	Amended	6
Additional Insured – Medical Directors and Administrators	Included	7
Additional Insured – Managers and Supervisors (with Fellow Employee Coverage)	Included	7
Additional Insured – Broadened Named Insured	Included	7
Additional Insured – Funding Source	Included	7
Additional Insured – Home Care Providers	Included	7
Additional Insured – Managers, Landlords, or Lessors of Premises	Included	7
Additional Insured – Lessor of Leased Equipment	Included	7
Additional Insured – Grantor of Permits	Included	8
Additional Insured – Vendor	Included	8
Additional Insured – Franchisor	Included	9
Additional Insured – When Required by Contract	Included	9
Additional Insured – Owners, Lessees, or Contractors	Included	9
Additional Insured – State or Political Subdivisions	Included	10
Duties in the Event of Occurrence, Claim or Suit	Included	10
Unintentional Failure to Disclose Hazards	Included	10
Transfer of Rights of Recovery Against Others To Us	Clarification	10
Liberalization	Included	11
Bodily Injury – includes Mental Anguish	Included	11
Personal and Advertising Injury – includes Abuse of Process, Discrimination	Included	11



**I N S U R A N C E**

**SPECIAL COVERAGES SECTION**

**EMPLOYEE BENEFITS LIABILITY-CLAIMS MADE**

Occurrence Limit: \$ 1,000,000  
Aggregate Limit: \$ 1,000,000  
Retroactive Date: 08/22/2016

**SEXUAL/PHYSICAL ABUSE OR MOLESTATION-OCCURRENCE**

Occurrence Limit: \$ 500,000  
Aggregate Limit: \$ 1,000,000  
Abuse Deductible: 250

**PROFESSIONAL LIABILITY SECTION**

**PROFESSIONAL LIABILITY - OCCURRENCE**

Each Professional Incident Limit: \$ 1,000,000  
Aggregate Limit: \$ 2,000,000

**UMBRELLA LIABILITY****I N S U R A N C E**

Company:	Tokio Marine Specialty Insurance Company
AM Best Rating:	A++ XV
Policy Term:	1 Year
Premium:	\$7,085.32 <i>Rates are not guaranteed. They are set by the company and subject to change.</i>

Limit of Liability: \$1,000,000 Each Occurrence  
 \$1,000,000 Personal / Advertising Injury  
 \$1,000,000 Products and Completed Operations  
 \$1,000,000 General Aggregate

Self-Insured Retention: \$10,000

Conditions: *25% Minimum Earned Premium Applies*  
*\$175.00 Non-Refundable Policy Fee is Included*

Important Exclusions: Absolute Cyber Liability and Electronic Data, Nuclear Liability, Asbestos, Lead, Silica, Silica Dust, Fungi, Bacteria, Communicable Disease, Access or Disclosure of confidential or personal information, Binding Arbitration, PFCs/PFAs, Employers Liability Stop Gap, Abuse, Molestation, Medical Professional Liability Excl, Per Location / Per Project Aggregate Limit of Insurance Excl, Limit of Insurance Excl Clause, Recording and Distribution of Material Info, Terrorism if Rejected.

**UNDERLYING COVERAGE REQUIREMENTS:****General Liability:**

\$ 1,000,000	Each Occurrence
\$ 2,000,000	General Aggregate (Other than Products & Completed Operations)
\$ 2,000,000	Products & Completed Operations Aggregate
\$ 1,000,000	Personal & Advertising Injury Limit

**Employer's Liability:**

\$ 1,000,000	Each Accident - Bodily Injury by Accident
\$ 1,000,000	Policy Limit - Bodily Injury by Disease
\$ 1,000,000	Each Employee - Bodily Injury by Disease

**Business Automobile:**

\$ 1,000,000	Combined Single Limit of bodily Injury & Property Damage Liability
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**Professional Liability:**

\$ 1,000,000	Each Professional Incident \$2,000,000 Aggregate
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**Notice of Additional Available Limits:**

This proposal includes a quote for Umbrella Liability Coverage. This is excess and additional coverage over your Automobile, General Liability, and Employer's Liability underlying policies (if carried). Umbrella coverage begins at \$1 Million and may be purchased in any limit of coverage in excess of \$1 Million.

Only you know your real exposures. You should consult with your attorney and determine your potential liability exposure and request a quote for coverage that will cover this exposure. GIA cannot and does not make policy limit recommendations.

**DISCLAIMERS****I N S U R A N C E**

**Notice regarding Values:***The replacement cost determined by this form is an estimate based on average construction costs adjusted for regional differences. Actual replacement cost will be determined at the time of loss and may be impacted by the cost of materials, supplies, labor, ordinances or laws, inflation or other factors. This estimate is not a guarantee of replacement cost. For a more accurate estimate of replacement, contact an architect or contractor.*

**Notice regarding Higher Liability Limits:***Your exposure to a liability loss may exceed your limits and even those quoted here. Higher liability limits may be available. Please let us know if you would like additional information or a quote.*

Our Agency may provide certain services that you request or that are necessary to place or maintain your insurance. Sections 550.001, 4005.003 and 4005.004 of the Texas Insurance Code authorize us to charge a fee for services if we obtain your written consent prior to providing the service or incurring the expense. The fee may be charged in addition to any commission we may receive from the insurance company providing the insurance coverage. This amount will be included in the total premium quoted for this policy.

This is neither a contract nor part of any contract. It is meant as a summary description providing a broad overview of the policy form(s). Coverage under any policy is subject to the specific terms, conditions and exclusions applicable to that policy. You should carefully read all applicable policy forms, endorsements and declarations pages to completely understand the coverage available under any insurance policy.



**PREMIUM COMPARISON**

*Rates are not guaranteed. They are set by the company and subject to change.*

<b>Coverage</b>	<b>Proposed Annual Premium</b>	<b>Expiring Premium</b>
<b>General Liability, Professional Liability, Employee Benefits Liability, and Abuse Liability</b>	<b>\$45,330.31</b>	<b>\$26,060.22</b>
<b>Umbrella</b>	<b>\$7,085.32</b>	<b>\$3,868.59</b>
<b>TOTAL ESTIMATED ANNUAL PREMIUM</b>	<b>\$52,415.63</b>	<b>\$29,928.81</b>

**Payment Terms: Full Payment or Payment Options Upon Request**

*\*Premiums quotes shown are based on information provided by you or by others on your behalf. Any changes to exposures, limits or coverages may result in a change in rates.*

*This presentation does not constitute coverage. You must sign and return all required documentation along with payment for the premium amount due before a request for coverage can be made to the Insurance Company.*





**INVOICE**

All premiums payable on or before effective date of policy.

ACCOUNT NO. / DATE  
00028468 / August 15, 2024

Moody Early Childhood Center  
1110 21st Street  
Galveston, TX 77550

\$ \_\_\_\_\_  
PAYMENT ENCLOSED

PROPOSED EFFECTIVE DATE	PROPOSED EXPIRATION DATE	QUOTE / POLICY #	DESCRIPTION	AMOUNT
9/1/2024	9/1/2025	TBD	<b><u>Package</u></b> <b><u>Umbrella</u></b>	\$45,330.31
9/1/2024	9/1/2025	TBD		Finance Agreement Down Payment 10 Monthly Payments at: \$4,734.57
			PLEASE MAKE CHECK PAYABLE TO GIA	
			PAYMENT DUE BY 08/24/2024 TO AVOID A LAPSE IN COVERAGE.	
<i>Payment and signed documents must be returned to GIA before a request for coverage can be made to the Insurance Company</i>				
<b>TOTAL ESTIMATED AMOUNT DUE</b>				<b>\$7,862.34</b>

**Thank you for your payment. We greatly appreciate your business!**



**CARRIER RATINGS**

**A.M. BEST FINANCIAL STRENGTH RATING**

Best's Rating consists of Rating Classification and Financial Size Category. The Rating Classification assesses a Company's overall performance and ability to meet its respective policyholder and other contractual obligations. The Rating Classifications are shown below:

<i>Rating Classification</i>	<i>Ability</i>	<i>"Not Assigned" Classification</i>	<i>Explanations</i>
A++, A+	Superior	NA – 1	Special Data Filing
A, A-	Excellent	NA – 2	Less than Minimum Size
B++, B+	Very Good	NA – 3	Insufficient Operating Experience
B, B-	Adequate	NA – 4	Rating Procedure Inapplicable
C++, C+	Fair	NA – 5	Significant Change
C, C-	Marginal	NA – 6	Reinsurance by Unrated Reinsurer
D	Very Vulnerable	NA – 8	Incomplete Financial Information
E	State Supervision	NA – 9	Company Request
F	In Liquidation	NA - 11	Rating Suspended

The Financial Size Category of Best's Rating examines the Company's financial strength. The financial Size Category accounts for the Company's equity, or Policyholder Surplus available to meet policy holder obligations. The categories are as follows:

<i>Class</i>	<i>Range in 000's</i>	<i>Class</i>	<i>Range in 000'S</i>
I	Up to 1,000	IX	250,000 to 500,000
II	1,000 to 2,000	X	500,000 to 750,000
III	2,000 to 5,000	XI	750,000 to 1,000,000
IV	5,000 to 10,000	XII	1,000,000 to 1,250,000
V	10,000 to 25,000	XIII	1,250,000 to 1,500,000
VI	25,000 to 50,000	XIV	1,500,000 to 2,000,000
VII	50,000 to 100,000	XV	2,000,000+
VIII	100,000 to 250,000		



## ABOUT US

**GIA is the oldest Independent Insurance Agency in Galveston County, servicing Texas since 1892.**

**As an Independent Insurance Agency, GIA represents a multitude of insurance companies and brokers. We shop the market in order to offer you the best combination of coverage with premium savings in mind.**

**GIA's Home Office is on Galveston Island and the Agency has survived every hurricane by providing reliable, professional service before and after each storm.**

**Currently, GIA has offices in Galveston and Friendswood.**

**We are a proud partner of the Insurors Group, ranking 9<sup>th</sup> in the US in privately held Independent Property and Casualty agencies.**

**GIA is a Full-Service Independent Insurance Agency with the following departments:**

### Commercial Lines

- Property
- General Liability
- Windstorm
- Flood
- Worker's Compensation
- Business Auto
- Excess Liability
- Data Breach
- Bonding
- Directors & Officers Liability
- Professional Liability
- Cyber Liability / Data Breach

### Personal Lines

- High Value Homeowner Program
- Homeowners
- Windstorm
- Flood
- Auto
- Umbrella Liability
- Boats/Yachts
- Valuable Property
- Identity Theft

### Benefits

- Individual/Family
- Large Group
- Small Group
- Employer Sponsored Health Plans
- Dental
- Vision



To our Valued Clients:

Hurricane Season begins June 1 and ends November 30. Although we are never ready to experience a major storm, we must all be prepared. Please review your insurance policies and contact us if you have any questions or need to make any changes. We ask that you do this as soon as possible. When there is a named storm within specified coordinates, insurance companies will not write new nor increase current property coverage in certain areas.

Hurricanes Ike and Harvey taught us many lessons. Most importantly that both windstorm and flood insurance are needed by everyone in our area and all residents and business owners should have a current inventory of their contents.

As your insurance agent, we are committed to being here for you after a storm, any storm. GIA has developed a full Catastrophe plan that begins with evacuation for our employees so that once the storm has passed, regardless of the conditions, we will be available to handle claims as well as normal account activities.

Based upon our Hurricane Ike evacuation experience, we will close early to help our employees avoid major traffic congestion. However, we will not close until we can no longer bind new insurance coverage or make changes due to the proximity of the hurricane.

After the storm, depending on the damage, we will be taking claims from our Galveston and/or Friendswood offices. Regardless of our location, we can be contacted on our regular phone numbers. Just as during Hurricanes Ike and Harvey, we will be available for our clients to contact us before, during & after the storm. These procedures will apply to non-hurricane related catastrophes that affect our office and island as well.

For all property claims, especially after a significant hurricane hits our area, please take the following steps:

- Contact us direct to report your claim
- Make temporary repairs only and keep all receipts
- Take pictures of the damage
- Make sure you leave us your cell phone number if you leave a message
- You must obtain a WPI-8 form from your contractor for all structural repairs to Coastal properties

We are proud to be your insurance agent and we know that the time you will count on us the most will be when you have a claim. At GIA, we have worked hard to be here for you, *Before and After* the storm!

Sincerely,

Garry P. Kaufman, President