

# M.C.C.A.

William Blodgett, President  
Lincoln County

Peter Baldacci, Vice President  
Penobscot County

Thomas Coward, Secretary-Treasurer  
Cumberland County

Rosemary Kulow  
Executive Director

Lauren Haven  
Office Manager



Maine County Commissioners Association

4 Gabriel Drive, Suite 2  
Augusta, ME 04330  
207-623-4697

[www.mainecounties.org](http://www.mainecounties.org)

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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### MCCA Board of Directors' Meeting Minutes 10:00 a.m., July 8, 2015

#### I. Call to Order, Introductions, Attendance and Pledge of Allegiance

President William Blodgett called the meeting to order at 9:50 a.m. The attendees recited the Pledge of Allegiance.

DIRECTORS PRESENT: *Androscoggin* – Comm. Beth Bell; *Aroostook* – Comm. Norman Fournier; *Cumberland* – Comm. Tom Coward; *Franklin* – Comm. Gary McGrane; *Hancock* – Comm. Steve Joy; *Kennebec* – Admin. Bob Devlin proxy for Comm. George Jabar II; *Knox* – Comm. Roger Moody; *Lincoln* – Comm. William Blodgett; *Oxford* – Admin. Scott Cole proxy for Comm. Steven Merrill; *Penobscot* – Comm. Peter Baldacci; *Piscataquis* – Comm. James Annis; *Sagadahoc* – Admin. Pamela Hile proxy for Comm. Charles Crosby III; *Somerset* – Comm. Newell Graf; *Waldo* – Comm. Amy Fowler; *York* – Comm. Michael Cote; *MACCAM* – Bill Collins; *MACT* – David Parkman; and *MECCA* – Owen Smith.

OTHERS PRESENT: *Androscoggin* – Comm. Sally Christner, *Cumberland* – County Manager Peter Crichton; *Knox* – Admin. Andrew Hart; *Somerset* – Admin. Dawn DiBlasi; MSA – Mary-Anne Lemarre.

STAFF PRESENT: Executive Director Rosemary Kulow, Risk Pool Manager Malcolm Ulmer, and Office Manager Lauren Haven.

#### II. Approval of/Additions to the Agenda

*Comm. McGrane moved and Comm. Fournier seconded approving the agenda as presented. The motion was approved unanimously.*

### III. Approval of Meeting Minutes

Comm. Moody **moved** and Comm. Fowler **seconded** approving the minutes as written. The **motion** was approved unanimously.

### IV. Old Business

#### A. Legislative Wrap-up

The group reviewed the Executive Director's report containing highlights of the latest legislative updates and talked about the main points of LD 186 as adopted, as well as the impact it will have on jail budgets if the bill becomes law. It was agreed that the formerly established Corrections Committee, including three commissioners and three sheriffs, should prepare to meet with the DOC Commissioner and his representative, Jonathan LaBonte, to discuss how best to implement LD 186 if becomes law. MSA Executive Director Mary-Anne Lamarre stated that the sheriffs were planning a retreat in Boothbay Harbor on July 15 and 16. This matter will be the main focus of the meeting. MCCA staff will schedule a meeting of the Corrections Committee as soon as possible following the retreat based on availability of the committee members.

### V. New Business

No new business was brought before the Board.

### VI. Reports

#### A. Executive Director's Report

#### B. Financial Report

Executive Director Rosemary Kulow presented her reports and invited questions and comments. Comm. Joy made a **motion** to approve the reports as written. Comm. Fowler seconded the **motion**, which was unanimously approved.

#### C. Legislative Report

The group decided the Legislative Report had been discussed adequately in Agenda item IV.

#### D. Association Reports

**MACCAM:** Bill Collins reported the next meeting will be at the MCCA offices on Thursday, July 30 at 1:00 pm.

**MACT:** David Parkman stated the treasurers will meet in Dover-Foxcroft on Thursday.

**MECCA:** Owen Smith reported that the Fire Protocol bill had been passed and will require implementation within the next two years. The association plans to meet next in September.

MSA: Mary-Anne Lamarre reported MSA has sponsored “Camp Postcard” in Poland again this year. The campers are children who have been impacted negatively by law enforcement to build relationships. All 16 counties were represented in a memorial in May. The medical marijuana complaint investigation program is going well. Reports are submitted to the department of human services. There are 50,000 medical marijuana patients in Maine at this time. The Boothbay Harbor retreat set for July 15 & 16 will involve meetings on Thursday, lobster and an evening cruise. The group will reconvene in September.

**E. Corrections Report – No report was given.**

**F. Annual Convention Report**

Office Manager Lauren Haven reported that the Convention Planning Committee met on June 18th. The group finalized details for the Thursday afternoon convention activities. All educational session titles have been submitted. Registration is open for both vendors and attendees, both in paper form and online registration and payment. The committee will meet again on July 23rd.

**G. NACo Report**

Comm. Baldacci reported that the NACo’s annual conference will take place this weekend, Friday through Tuesday. Rosemary Kulow will also be attending the conference. Ms. Kulow stated she highly recommends encouraging county employees to come to this informative and educational conference. Comm. Baldacci plans to meet with Dr. Natalie Ortiz regarding pretrial programs and will report about the topic at the next meeting. He would like to see Piscataquis County become a member of NACo. Comm. Fournier suggested that MCCA might pay the first year dues if Piscataquis agreed to continue. Comm. Baldacci offered to meet with the Piscataquis commissioners to expound on the benefits of membership.

**VII. Other Business**

No other business was brought before the Board.

**VIII. Adjournment**

Comm. Fournier made a **motion** to adjourn at 10:55 a.m.; Comm. Fowler seconded the **motion**, which was unanimously approved. The group adjourned to lunch.

Respectfully submitted,

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MCCA Office Manager, Lauren Haven

Attested:

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MCCA Secretary-Treasurer, Thomas S. Coward

# M.C.C.A.

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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### Executive Director's Report July 2, 2015

#### LEGISLATIVE ACTIVITY

I have been busy working on many legislative issues, especially LD 186, during the past month. I assembled and distributed informational documents for legislators to review and consider, followed up on legislative action on other county-related bills and updated their status for MCCA members, lobbied legislators at the State House, hosted LPC conference call meetings, stayed on top of legislative activity, and attempted to keep members as up-to-date and informed as possible about legislative matters.

By now, you should know the results of LD 186 to date, as I distributed the most recent news and documents to folks as the Legislature moved through the process. Now that the House and Senate have both approved a form of LD 186, we are now waiting to see if the Governor will veto the bill, let it become law without his signature, or sign it. If he does veto the bill, the Legislature will most likely consider it on "veto day," July 16<sup>th</sup>.

Main points of LD 186 as adopted are as follows:

- It is an emergency bill, which means that if it becomes law, it becomes effective immediately.
- The Board of Corrections is terminated.
- The Department of Corrections (DOC) assumes authority to review jail performance and disperse state funds.
- The DOC Commissioner has authority to make arrangements to temporarily house inmates in alternative correctional facilities when the inmates, for various reasons, can't be housed in the county jail of jurisdiction.

- In addition to the capped property tax amounts that have funded jails the past several years, counties are allowed to increase revenue from local property tax in accordance with the LD 1 growth factor or 3%, whichever is less.
- “Sending jails” pay the cost of transportation of the inmate to a “receiving jail.”
- The cost of pre-existing medical conditions is the responsibility of the jail in which the medical condition first became known.
- No per diem rate may be charged by receiving jails to sending jails unless the state fails to supply the amount of funding established in statute. If the state does fail to appropriate the statutorily mandated amount to counties for jails, receiving jails may negotiate boarding rates with sending jails, up to a maximum of \$108 per inmate per day.
- Counties may accept custody of prisoners from state institutions.
- Counties may collaborate with other counties to seek grants or establish community corrections programs or initiatives.
- The DOC Commissioner establishes standards, policies and procedures for jails.
- The DOC Commissioner administers the Jail Operations Fund and distributes funds according to a formula. Counties are required to report data to the DOC that is useful for calculating funding distributions to the counties. The DOC Commissioner also considers jail performance when determining funding distributions.
- The DOC Commissioner distributes the state funds among the counties after he/she determines:
  - ✓ the statewide county jail prisoner days for all jails,
  - ✓ the number of days an inmate was in the jail of the county of origin,
  - ✓ the proportion of statewide county jail prisoner days attributable to each county,
  - ✓ the per diem per prisoner reimbursement amount, and
  - ✓ the reimbursement amount for each county based on the county’s proportion of statewide county jail prisoner days multiplied by the per diem per prisoner rate.
- At least 30% of the state funds must be used for community corrections purposes, and the remaining 70% may be used for general prisoner support and jail operations.
- An additional 1% will be added to the 14% surcharge on fines.
- The DOC and county jails must provide an annual report to the Criminal Justice & Public Safety Committee beginning January 15, 2016, at which time it will be determined whether legislation should be submitted to address issues raised by the report and to improve the funding and operation of the jails.
- The DOC may accept custody of inmates transferred to the department from county jails.
- If the DOC houses any prisoners at county jails and the state has appropriated the required amount of state funding to county jails in the fiscal year, counties may charge the DOC no more than \$25 per prisoner per day.
- If, however, during any fiscal year, the state fails to supply the statutorily mandated amount of funds to county jails, county jails may charge the DOC a per diem prisoner boarding rate of up to \$108 per prisoner.
- Annual state funding from the General Fund for county jails is \$12,202,104 for FY16 and \$12,202,104 for FY17. In addition to this amount from the state’s General Fund, Other Special Revenue Funds are available for county jails from the Fines Surcharge Fund in the amount of \$791,384 in FY16 and \$794,008 in FY17.

Please don't hesitate to contact me if you have any questions about any county-related bills from the 127<sup>th</sup> Legislative session.

**Meetings/Events since June 10, 2015 Board of Directors' Meeting**

June 11	Legislature
June 17	GPCOG Annual Meeting in Portland
June 22	Legislature
June 23	Legislature
June 30	Legislature
July 1	Government Oversight Committee Meeting in Cross Building

**Upcoming Planned Meetings/Events (as of this writing):**

July 8	MCCA Board meetings
July 10-14	NACo Annual Conference in Charlotte, NC
July 16	Legislature's Veto Day
July 23	Convention Planning Committee meeting
July 30	Open house for MMA's retiring Executive Director, Chris Lockwood
July 30	MACCAM meeting; location to be determined

Now that the Legislative session has mostly concluded, I plan to visit many county commissioner meetings again. I hope to see you soon!

Respectfully submitted,

Rosemary Kulow  
Executive Director

# MAINE COUNTY COMMISSIONERS ASSOCIATION

## June 2015 Financial Report

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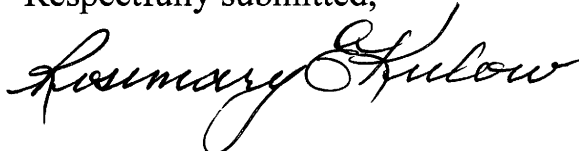
Attached please find the monthly financial reports for the month of June 2015. The Balance Sheet shows total Assets and Liabilities & Equity at \$181,238.95. Debits to the bank account in June totaled \$22,325.59, and \$3.43 of interest income was credited to the account. The bank balance on June 30<sup>th</sup> was \$156,588.95.

With half of the budget year completed, \$166,762 (68%) of the \$246,550 budgeted revenue has been received to-date.

On the expenditure side, \$19,706 (8% of the total budget) was expended in June, for a total of \$101,181 (41%) expended year-to-date. See the *Profit & Loss Budget vs. Actual Month Only* report for details of revenue and expenditures for the year.

Finances are within budget, and there are no problems in any line item at this time. Please don't hesitate to let me know if you have any questions or would like to see anything different in the financial reports.

Respectfully submitted,



Rosemary E. Kulow  
Executive Director

Accepted by:

Date: \_\_\_\_\_

\_\_\_\_\_  
William Blodgett, President

\_\_\_\_\_  
Peter Baldacci, Vice-President

\_\_\_\_\_  
Thomas Coward, Secretary-Treasurer





**Maine County Commissioners Association**  
**Balance Sheet**  
As of June 30, 2015

	<b>June 2015</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
MCCA Checking-Savings Bank	156,588.95
Petty Cash Account	200.00
<b>Total Checking/Savings</b>	<u>156,788.95</u>
<b>Accounts Receivable</b>	
Receivables	24,450.00
<b>Total Accounts Receivable</b>	<u>24,450.00</u>
<b>Total Current Assets</b>	<u>181,238.95</u>
<b>TOTAL ASSETS</b>	<u><u>181,238.95</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	-717.42
<b>Total Accounts Payable</b>	<u>-717.42</u>
<b>Other Current Liabilities</b>	
1000-00 · Employee Health Insurance Contr	-398.85
1001-00 · MainePERS Employee Contribution	146.39
<b>Total Other Current Liabilities</b>	<u>-252.46</u>
<b>Total Current Liabilities</b>	<u>-969.88</u>
<b>Total Liabilities</b>	-969.88
<b>Equity</b>	
3200-00 · Fund Balance to Current Yr Inc	-59,216.00
3900-00 · Earnings	175,841.44
Net Income	65,583.39
<b>Total Equity</b>	<u>182,208.83</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>181,238.95</u></u>



11:50 AM  
07/02/15

**Maine County Commissioners Association**  
**Reconciliation Summary**  
MCCA Checking-Savings Bank, Period Ending 06/30/2015

	<u>June 2015</u>
<b>Beginning Balance</b>	178,911.11
<b>Cleared Transactions</b>	
<b>Checks and Payments - 15 items</b>	-22,325.59
<b>Deposits and Credits - 1 item</b>	<u>3.43</u>
<b>Total Cleared Transactions</b>	<u>-22,322.16</u>
 <b>Cleared Balance</b>	 <u><u>156,588.95</u></u>
 <b>Register Balance as of 06/30/2015</b>	 156,588.95
<b>Ending Balance</b>	156,588.95



**Maine County Commissioners Association**  
**Reconciliation Detail**  
MCCA Checking-Savings Bank, Period Ending 06/30/2015

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Amount</u>	<u>Balance</u>
<b>Beginning Balance</b>					<b>178,911.11</b>
<b>Cleared Transactions</b>					
<b>Checks and Payments - 15 items</b>					
	5/28	3532	Maine Farm Bureau Build Assoc	-1,497.17	-1,497.17
	5/28	3534	Macomber Farr & Whitten	-852.00	-2,349.17
	5/28	3533	Country Cafe Catering	-270.00	-2,619.17
	6/2	3536	Atlantic Oceanside	-5,000.00	-7,619.17
	6/2	3537	Capitol Computers/Main Security	-550.00	-8,169.17
	6/2	3535	Gorham Leasing Group	-164.35	-8,333.52
	6/5		Bangor Payroll	-1,848.08	-10,181.60
	6/10	3540	Country Cafe Catering	-270.00	-10,451.60
	6/10	3538	Kulow, Rosemary	-117.21	-10,568.81
	6/10	3539	Haven, Lauren	-89.97	-10,658.78
	6/12		Bangor Payroll	-1,848.08	-12,506.86
	6/18	3541	Maine Farm Bureau Build Assoc	-1,497.17	-14,004.03
	6/18	EFT	Bank of Maine	-961.68	-14,965.71
	6/19		Bangor Payroll	-2,154.65	-17,120.36
	6/26		Bangor Payroll	-5,205.23	-22,325.59
Total Checks and Payments				-22,325.59	-22,325.59
<b>Deposits and Credits - 1 item</b>					
	6/30			3.43	3.43
Total Deposits and Credits				3.43	3.43
Total Cleared Transactions				-22,322.16	-22,322.16
Cleared Balance				-22,322.16	156,588.95
Register Balance as of 06/30/2015				-22,322.16	156,588.95
<b>Ending Balance</b>				<b>-22,322.16</b>	<b>156,588.95</b>



**Maine County Commissioners Association**  
**Profit & Loss Budget vs. Actual**  
January through June 2015

	Budget	June 2015	Year to Date 2015	\$ Over Budget	% of Budget
<b>Income</b>					
<b>4100-00 · Convention Income</b>					
4120-00 · Registration	30,000			-30,000	
4130-00 · Sponsorship	12,500			-12,500	
4140-00 · Vendor	12,500			-12,500	
<b>Total 4100-00 · Convention Income</b>	<b>55,000</b>			<b>-55,000</b>	
4300-00 · Dues	140,240		140,240		100%
4400-00 · Other Income	500		1,000	500	200%
4500-00 · NACo Roster	500		500		100%
4600-00 · MCCA Risk Pool Assessment	25,000		25,000		100%
4810-00 · Interest Earned	50	3	22	-28	44%
4920-00 · Transfer in from Fund Balance	25,260			-25,260	
<b>Total Income</b>	<b>246,550</b>	<b>3</b>	<b>166,762</b>	<b>-79,788</b>	<b>68%</b>
<b>Gross Profit</b>	<b>246,550</b>	<b>3</b>	<b>166,762</b>	<b>-79,788</b>	<b>68%</b>
<b>Expense</b>					
<b>5000-00 · Payroll Expenses</b>					
5020-00 · Payroll Fees	1,850	140	856	-994	46%
5030-00 · FICA	7,750	583	3,620	-4,130	47%
5050-00 · Salary - Administrative Asst	37,000	2,827	17,668	-19,332	48%
5060-00 · Salary - Executive Director	74,000	5,871	34,948	-39,052	47%
<b>Total 5000-00 · Payroll Expenses</b>	<b>120,600</b>	<b>9,421</b>	<b>57,092</b>	<b>-63,508</b>	<b>47%</b>
<b>5100-00 · Insurance</b>					
5110-00 · Health Insurance	20,000	1,635	9,907	-10,093	50%
5120-00 · Commercial, Crime, D&O Ins	2,000		1,687	-313	84%
5130-00 · Workers Comp	600		514	-86	86%
5140-00 · Unemployment Comp Ins	500		224	-276	45%
<b>Total 5100-00 · Insurance</b>	<b>23,100</b>	<b>1,635</b>	<b>12,332</b>	<b>-10,768</b>	<b>53%</b>
<b>6010-00 · Prof. Services</b>					
6011-00 · Prof Services-Bookkeeping	250			-250	
6012-00 · Prof Services - Legal Services	500			-500	
6013-00 · Financial Audit	1,800			-1,800	
<b>Total 6010-00 · Prof. Services</b>	<b>2,550</b>			<b>-2,550</b>	
<b>6030-00 · Lobbying</b>					
6031-00 · Lobbying Reg	300		200	-100	67%
6032-00 · Lobbying - Contractual	2,000			-2,000	

**Maine County Commissioners Association**  
**Profit & Loss Budget vs. Actual**  
January through June 2015

	<b>Budget</b>	<b>June 2015</b>	<b>Year to Date 2015</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Total 6030-00 · Lobbying</b>	2,300		200	-2,100	9%
<b>6040-00 · NACO Expenses</b>					
6041-00 · Conferences	8,400	490	3,939	-4,461	47%
<b>Total 6040-00 · NACO Expenses</b>	8,400	490	3,939	-4,461	47%
<b>6050-00 · Education and Training</b>	500		145	-355	29%
<b>6100-00 · Bank Charges</b>	50		1	-49	2%
<b>6110-00 · Convention Exp.</b>					
6113-00 · Entertainment/Speakers	5,000		1,000	-4,000	20%
6114-00 · MCCA Staff Registration Expense	1,000		160	-840	16%
6118-00 · Meeting Exp.	26,000	5,000	5,133	-20,867	20%
6121-00 · Supplies	3,250			-3,250	
<b>Total 6110-00 · Convention Exp.</b>	35,250	5,000	6,293	-28,957	18%
<b>6135-00 · Commissioner Retirement Plaques</b>	600			-600	
<b>6140-00 · Copies-Printing</b>					
6142-00 · Directory	825		788	-37	96%
6143-00 · Other Copying or Printing	150			-150	
<b>Total 6140-00 · Copies-Printing</b>	975		788	-187	81%
<b>6145-00 · Dues Expense</b>	1,500		1,100	-400	73%
<b>6150-00 · Equipment - Office</b>					
6151-00 · Computer Hardware & Software	1,500		303	-1,197	20%
6152-00 · IT Services	3,250	550	1,650	-1,600	51%
6153-00 · Photocopier Lease	2,000	164	986	-1,014	49%
6154-00 · Printer & Supplies	1,700		280	-1,420	16%
6155-00 · Telephone System	200			-200	
6156-00 · Other	500			-500	
<b>Total 6150-00 · Equipment - Office</b>	9,150	714	3,219	-5,931	35%
<b>6160-00 · Fees</b>	150		43	-107	29%
<b>6170-00 · Meeting exp.</b>					
6171-00 · Annual Meeting	1,500		1,272	-228	85%
6172-00 · County Officials' Workshop	250			-250	
6173-00 · Monthly	3,000	309	1,538	-1,462	51%
6174-00 · Retreat Meeting	1,500			-1,500	
6175-00 · Meetings - Other	800		159	-641	20%
<b>Total 6170-00 · Meeting exp.</b>	7,050	309	2,969	-4,081	42%
<b>6180-00 · Mileage &amp; Travel Expense</b>	4,000	316	1,616	-2,384	40%



**Maine County Commissioners Association**  
**Profit & Loss Budget vs. Actual**  
January through June 2015

	<b>Budget</b>	<b>June 2015</b>	<b>Year to Date 2015</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
6195-00 · Office Space Rental	18,375	1,497	8,753	-9,622	48%
6215-00 · Postage-Shpping	350		71	-279	20%
6230-00 · Advertising	1,000			-1,000	
6235-00 · Supplies	2,500	23	1,211	-1,289	48%
6240-00 · Telephone, Fax & Internet					
6241-00 · Cell Phone	1,800	115	721	-1,079	40%
6242-00 · Conference Call Line	100			-100	
6243-00 · Phone, Fax & Internet	3,000	168	670	-2,330	22%
<b>Total 6240-00 · Telephone, Fax &amp; Internet</b>	<b>4,900</b>	<b>283</b>	<b>1,391</b>	<b>-3,509</b>	<b>28%</b>
6250-00 · Website	250	18	18	-232	7%
6260-00 · Contingency	3,000			-3,000	
<b>Total Expense</b>	<b>246,550</b>	<b>19,706</b>	<b>101,181</b>	<b>-145,369</b>	<b>41%</b>



## Maine County Commissioners Association Transaction Detail by Account

June 2015

Date	Num	Name	Memo	Amount
6/2	3535	Gorham Leasing Group	Lease #ME1827	-164.35
6/2	3536	Atlantic Oceanside	Initial Convention Deposit	-5,000.00
6/2	3537	Capitol Computers	May and June 2015	-550.00
6/5		Bangor Payroll	Payroll for week 5/25 to 5/31/15	-1,848.08
6/10	3538	Kulow, Rosemary	Executive Director Expenses	-117.21
6/10	3539	Haven, Lauren		-89.97
6/10	3540	Country Cafe Catering	BOD Meeting Lunch	-270.00
6/12		Bangor Payroll	Payroll for week 6/1 to 6/7/15	-1,848.08
6/18	3541	Maine Farm Bureau Build Assoc	Office Rent	-1,497.17
6/18	EFT	Bank of Maine	Visa Payment	-961.68
6/19		Bangor Payroll	Payroll for week 6/8 to 6/14/15	-2,154.65
6/26		Bangor Payroll	Payroll for week 6/15 to 6/21/15	-5,205.23
6/30			Interest	3.43
				<u>-19,702.99</u>
6/2		Atlantic Oceanside	Initial Convention Deposit	-5,000.00
6/2	77856 & 7	Capitol Computers	May and June 2015	-550.00
6/2		Gorham Leasing Group	Lease #ME1827	-164.35
6/2	3535	Gorham Leasing Group	Lease #ME1827	164.35
6/2	3536	Atlantic Oceanside	Initial Convention Deposit	5,000.00
6/2	3537	Capitol Computers	May and June 2015	550.00
6/5	2015-23	Bangor Payroll	Payroll for week 5/25 to 5/31/15	-1,848.08
6/5		Bangor Payroll	Payroll for week 5/25 to 5/31/15	1,848.08
6/10		Kulow, Rosemary	Executive Director Expenses	-117.21
6/10		Haven, Lauren		-89.97
6/10		Country Cafe Catering	BOD Meeting Lunch	-270.00
6/10	3538	Kulow, Rosemary	Executive Director Expenses	117.21
6/10	3539	Haven, Lauren		89.97
6/10	3540	Country Cafe Catering	BOD Meeting Lunch	270.00

Total MCCA Checking-Savings Bank  
Accounts Payable

# Maine County Commissioners Association Transaction Detail by Account

June 2015

Date	Num	Name	Memo	Amount
6/12	2015-24	Bangor Payroll	Payroll for week 6/1 to 6/7/15	-1,848.08
6/12		Bangor Payroll	Payroll for week 6/1 to 6/7/15	1,848.08
6/18		Maine Farm Bureau Build Assoc	Office Rent	-1,497.17
6/18	3541	Maine Farm Bureau Build Assoc	Office Rent	1,497.17
6/18		Bank of Maine	Visa Payment	-961.68
6/18	EFT	Bank of Maine	Visa Payment	961.68
6/19	2015-25	Bangor Payroll	Payroll for week 6/8 to 6/14/15	-2,154.65
6/19		Bangor Payroll	Payroll for week 6/8 to 6/14/15	2,154.65
6/26	2015-26	Bangor Payroll	Payroll for week 6/15 to 6/21/15	-5,205.23
6/26		Bangor Payroll	Payroll for week 6/15 to 6/21/15	5,205.23
Total Accounts Payable				0.00
<b>1000-00 · Employee Health Insurance Contr</b>				
6/5	2015-23	Bangor Payroll	EE Health Insurance Contributions	-268.34
6/12	2015-24	Bangor Payroll	EE Health Insurance Contributions	-268.34
6/19	2015-25	Bangor Payroll	EE Health Insurance Contributions	-268.34
6/26	2015-26	Bangor Payroll	EE Health Insurance Contributions	1,073.33
6/26	2015-26	Bangor Payroll	EE Health Insurance Contributions	-268.31
Total 1000-00 · Employee Health Insurance Contr				0.00
<b>1001-00 · MainePERS Employee Contribution</b>				
6/5	2015-23	Bangor Payroll	Employee Contribution	-146.39
6/12	2015-24	Bangor Payroll	Employee Contribution	-146.39
6/19	2015-25	Bangor Payroll	Employee Contribution	-167.71
6/26	2015-26	Bangor Payroll	Employee Contribution	-148.33
6/26	2015-26	Bangor Payroll	EE MEPERS Retirement Contrib	608.82
Total 1001-00 · MainePERS Employee Contribution				0.00
<b>4810-00 · Interest Earned</b>				
6/30			Interest	-3.43
Total 4810-00 · Interest Earned				-3.43
<b>5000-00 · Payroll Expenses</b>				
<b>5020-00 · Payroll Fees</b>				

**Maine County Commissioners Association  
Transaction Detail by Account**

June 2015

				Date	Num	Name	Memo	Amount
				6/5	2015-23	Bangor Payroll	Processing fee	32.00
				6/12	2015-24	Bangor Payroll	Processing fee	32.00
				6/19	2015-25	Bangor Payroll	Processing fee	32.00
				6/26	2015-26	Bangor Payroll	Processing fee	44.00
								<u>140.00</u>
Total 5020-00 · Payroll Fees								
5030-00 · FICA				6/5	2015-23	Bangor Payroll	Taxes	139.46
				6/12	2015-24	Bangor Payroll	Taxes	139.46
				6/19	2015-25	Bangor Payroll	Taxes	162.76
				6/26	2015-26	Bangor Payroll	Taxes	141.59
								<u>583.27</u>
Total 5030-00 · FICA								
5050-00 · Salary - Administrative Asst				6/5	2015-23	Bangor Payroll	Administrative Assistant Salary	706.73
				6/12	2015-24	Bangor Payroll	Administrative Assistant Salary	706.73
				6/19	2015-25	Bangor Payroll	Administrative Assistant Salary	706.73
				6/26	2015-26	Bangor Payroll	Administrative Assistant Salary	706.73
								<u>2,826.92</u>
Total 5050-00 · Salary - Administrative Asst								
5060-00 · Salary - Executive Director				6/5	2015-23	Bangor Payroll	Executive Directors Salary	1,384.62
				6/12	2015-24	Bangor Payroll	Executive Directors Salary	1,384.62
				6/19	2015-25	Bangor Payroll	Executive Directors Salary	1,689.21
				6/26	2015-26	Bangor Payroll	Executive Directors Salary	1,412.31
								<u>5,870.76</u>
								9,420.95
Total 5060-00 · Salary - Executive Director								
Total 5000-00 · Payroll Expenses								
5100-00 · Insurance								
5110-00 · Health Insurance				6/26	2015-26	Bangor Payroll	ER Health Insurance Contrib	1,635.09
								<u>1,635.09</u>
								1,635.09
Total 5110-00 · Health Insurance								
Total 5100-00 · Insurance								
6040-00 · NACO Expenses								

## June 2015

	Date	Num	Name	Memo	Amount
6041-00 · Conferences					
Total 6041-00 · Conferences	6/18		Bank of Maine	NACo Conference	490.00
Total 6040-00 · NACO Expenses					490.00
6110-00 · Convention Exp.					490.00
6118-00 · Meeting Exp.					
Total 6118-00 · Meeting Exp.	6/2		Atlantic Oceanside	Initial Convention Deposit	5,000.00
Total 6110-00 · Convention Exp.					5,000.00
6150-00 · Equipment - Office					5,000.00
6152-00 · IT Services					
Total 6152-00 · IT Services	6/2	77856 & 7	Capitol Computers	IT Services	550.00
6153-00 · Photocopier Lease					550.00
Total 6153-00 · Photocopier Lease	6/2		Gorham Leasing Group	Photocopier Lease - Monthly	164.35
Total 6150-00 · Equipment - Office					164.35
6170-00 · Meeting exp.					714.35
6173-00 · Monthly					
Total 6173-00 · Monthly	6/10		Haven, Lauren	BOD Meeting	38.63
Total 6170-00 · Meeting exp.	6/10		Country Cafe Catering	BOD Meeting Lunch	270.00
6180-00 · Mileage & Travel Expense					308.63
Total 6180-00 · Mileage & Travel Expense	6/10		Kulow, Rosemary	Executive Director Mileage	51.30
6195-00 · Office Space Rental	6/18		Bank of Maine	NACo Conference Travel	264.70
Total 6180-00 · Mileage & Travel Expense					316.00
6195-00 · Office Space Rental	6/18		Maine Farm Bureau Build Assoc	Rent	1,497.17
Total 6195-00 · Office Space Rental					1,497.17

Maine County Commissioners Association  
Transaction Detail by Account

June 2015

			Date	Num	Name	Memo	Amount
<b>6235-00 · Supplies</b>							
Total 6235-00 · Supplies							
<b>6240-00 · Telephone, Fax &amp; Internet</b>							
6241-00 · Cell Phone							
Total 6241-00 · Cell Phone							
<b>6243-00 · Phone, Fax &amp; Internet</b>							
Total 6243-00 · Phone, Fax & Internet							
Total 6240-00 · Telephone, Fax & Internet							
<b>6250-00 · Website</b>							
Total 6250-00 · Website							
	6/10	Haven, Lauren			Cutlery		2.11
	6/18	Bank of Maine			Stapler& Newspaper		21.08
							23.19
	6/10	Kulow, Rosemary			Cell Phone Reimbursement		65.91
	6/10	Haven, Lauren			Cell Phone Reimbursement		49.23
							115.14
	6/18	Bank of Maine			TWC		167.73
							167.73
							282.87
	6/18	Bank of Maine			Domain Renewal		18.17
							18.17





## Maine County Commissioners Association Expenses by Vendor Detail June 2015

Date	Memo	Account	Amount	Balance
<b>Atlantic Oceanside</b>				
6/2	Initial Convention Deposit	6118-00 · Meeting Exp.	5,000.00	5,000.00
			5,000.00	5,000.00
<b>Bangor Payroll</b>				
6/5	Administrative Assistant Salary	5050-00 · Salary - Administrative Asst	706.73	706.73
6/5	Taxes	5030-00 · FICA	139.46	846.19
6/5	Processing fee	5020-00 · Payroll Fees	32.00	878.19
6/5	Executive Directors Salary	5060-00 · Salary - Executive Director	1,384.62	2,262.81
6/12	Administrative Assistant Salary	5050-00 · Salary - Administrative Asst	706.73	2,969.54
6/12	Taxes	5030-00 · FICA	139.46	3,109.00
6/12	Processing fee	5020-00 · Payroll Fees	32.00	3,141.00
6/12	Executive Directors Salary	5060-00 · Salary - Executive Director	1,384.62	4,525.62
6/19	Administrative Assistant Salary	5050-00 · Salary - Administrative Asst	706.73	5,232.35
6/19	Taxes	5030-00 · FICA	162.76	5,395.11
6/19	Processing fee	5020-00 · Payroll Fees	32.00	5,427.11
6/19	Executive Directors Salary	5060-00 · Salary - Executive Director	1,689.21	7,116.32
6/26	Administrative Assistant Salary	5050-00 · Salary - Administrative Asst	706.73	7,823.05
6/26	Taxes	5030-00 · FICA	141.59	7,964.64
6/26	Processing fee	5020-00 · Payroll Fees	44.00	8,008.64
6/26	Executive Directors Salary	5060-00 · Salary - Executive Director	1,412.31	9,420.95
6/26	ER Health Insurance Contributions	5110-00 · Health Insurance	1,635.09	11,056.04
			11,056.04	11,056.04
<b>Bank of Maine</b>				
6/18	NACo Conference	6041-00 · Conferences	490.00	490.00
6/18	Stapler& Newspaper	6235-00 · Supplies	21.08	511.08
6/18	TWC	6243-00 · Phone, Fax & Internet	167.73	678.81
6/18	NACo Conference Travel	6180-00 · Mileage & Travel Expense	264.70	943.51
6/18	Domain Renewal	6250-00 · Website	18.17	961.68
			961.68	961.68
<b>Total Bank of Maine</b>				
<b>Total Bangor Payroll</b>				
<b>Total Atlantic Oceanside</b>				

# Maine County Commissioners Association Expenses by Vendor Detail June 2015

	Date	Memo	Account	Amount	Balance
<b>Capitol Computers/Main Security</b>					
Total Capitol Computers/Main Security	6/2	IT Services	6152-00 · IT Services	550.00 550.00	550.00 550.00
<b>Country Cafe Catering</b>					
Total Country Cafe Catering	6/10	BOD Meeting Lunch	6173-00 · Monthly	270.00 270.00	270.00 270.00
<b>Gorham Leasing Group</b>					
Total Gorham Leasing Group	6/2	Photocopier Lease - Monthly	6153-00 · Photocopier Lease	164.35 164.35	164.35 164.35
<b>Haven, Lauren</b>					
Total Haven, Lauren	6/10	Cell Phone Reimbursement	6241-00 · Cell Phone	49.23	49.23
	6/10	BOD Meeting	6173-00 · Monthly	38.63	87.86
	6/10	Cutlery	6235-00 · Supplies	2.11	89.97
				89.97	89.97
<b>Kulow, Rosemary</b>					
Total Kulow, Rosemary	6/10	Executive Director Mileage	6180-00 · Mileage & Travel Expense	51.30	51.30
	6/10	Cell Phone Reimbursement	6241-00 · Cell Phone	65.91	117.21
				117.21	117.21
<b>Maine Farm Bureau Building Association</b>					
Total Maine Farm Bureau Building Association	6/18	Rent	6195-00 · Office Space Rental	1,497.17 1,497.17	1,497.17 1,497.17
<b>TOTAL</b>				<b>19,706.42</b>	<b>19,706.42</b>