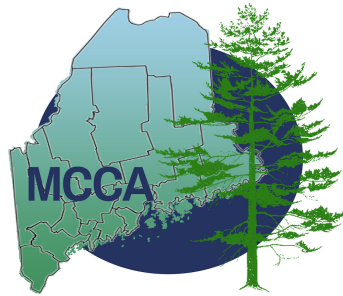


# M.C.C.A.

Amy Fowler, President  
Waldo County

Michael Cote, Vice President  
York County

William Blodgett, Secretary-Treasurer  
Lincoln County



Maine County Commissioners Association

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

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

Charles Pray  
Executive Director

Lauren Haven  
Office Manager

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## **MAINE COUNTY COMMISSIONERS ASSOCIATION**

### **Board of Directors' Meeting Agenda**

10:00 a.m., February 12, 2020

MCCA Offices in Augusta

- I. Call to Order, Introductions, and Pledge of Allegiance
- II. Approval and/or Additions to the Agenda
- III. Approval of January 8, 2020 Board of Directors' Meeting Minutes
- IV. County Government Day Proclamation
- V. Consider By-law Change Regarding the Number of Votes per County
- VI. Reports
  - A. Executive Director and Legislative Report
  - B. Financial Reports and Audit Review
  - C. Professionalism in Management Committee Reactivation
  - D. Association Reports
  - E. Annual Convention Report
  - F. NACo Report
- VII. Other Business
- VIII. Adjourn

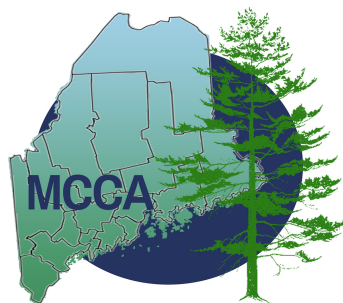


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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### Annual General Membership Meeting Minutes

Senator Inn & Spa, January 8, 2020

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

MCCA President Thomas Coward called the meeting to order at approximately 10:02 a.m. following the MCCA Risk Pool meeting. Attendees recited the Pledge of Allegiance and all present introduced themselves.

DIRECTORS PRESENT: *Androscoggin* – Larry Post proxy for Comm. Noel Madore; *Aroostook* – Comm. Norman Fournier; *Cumberland* – Comm. Tom Coward; *Hancock* – Comm. William Clark; *Kennebec* – Comm. George Jabar; *Knox* – Admin. Andy Hart proxy for Comm. Sharyn Pohlman; *Lincoln* – Comm. William Blodgett; *Oxford* – Comm. Steven Merrill; *Penobscot* – Comm. Peter Baldacci; *Piscataquis* – Comm. Wayne Erkinen; *Sagadahoc* – Comm. Brian Hobart; *Somerset* – Comm. Newell Graf; *Waldo* – Comm. Amy Fowler; *Washington* – Comm. Chris Gardner and *York* – Comm. Michael Cote.

OTHERS PRESENT: *Cumberland* – Comm. Steve Gorden; *Hancock* – Admin. Scott Adkins; *Kennebec* – Comm. Nancy Rines and Admin. Bob Devlin; *Lincoln* – Admin. Carrie Kipfer; *Sagadahoc* – Admin. Pamela Hile; *Somerset* – Comm. Robert Sezak and Admin. Dawn DiBlasi; *Washington* – Comm. Vinton Cassidy; *York* – Comm. Al Sicard and Comm. Richard Clark; *MACCAM* - Admin. Bill Collins; and *MSA* – Sheriff Ken Mason.

DIRECTORS ABSENT: *Androscoggin* – Comm. Noel Madore; *Knox* – Comm. Sharyn Pohlman;

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

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

President Tom Coward inquired if there were any additions to the agenda. As there were no additions, Comm. Fowler made a motion to approve the agenda as written. Comm. Baldacci seconded the motion and it passed unanimously.

### **III. Approval of December 11<sup>th</sup> Board of Directors' Meeting Minutes**

Comm. Hobart moved to approve the minutes from the Board of Directors' meeting on December 11<sup>th</sup>, 2019. Comm. Baldacci seconded the motion and it passed unanimously.

### **IV. President's Report**

President Tom Coward reported on the activities, progress and accomplishments of 2019. He highlighted some of the many differences between counties, their features and interesting statistics, and progress over the years, going on to explain MCCA's vision and mission statement. He encouraged commissioners to work together to present a united force in advocating for counties during this legislative session and continue the success achieved in recent years. The group thanked him for his leadership and dedication to the organization.

### **V. Approval of 2020 MCCA Directors**

The group reviewed the list of nominations. President Coward asked if anyone would like to make changes to the list provided. Comm. Gardner requested Washington County read, "proxy Comm. Vin Cassidy or Manager Betsy Fitzgerald". Comm. Cote requested York County read, "proxy Richard Dutremble". Comm. Gardner moved to approve the list of directors with the revised proxies. Comm. Fowler seconded the motion and it was approved unanimously.

### **VI. Nomination and Election of MCCA Officers**

The Nominating Committee comprised of Comm. Norman Fournier, Comm. Bill Blodgett and Comm. Baldacci deliberated about the 2020 slate of officers. Comm. Fournier, representing the Committee, made a motion to nominate Comm. Amy Fowler as President, Comm. Mike Cote as Vice President and Comm. William Blodgett as Secretary-Treasurer. Comm. Baldacci seconded the motion and it passed with a unanimous vote. Comm. Fowler stepped into her new position as President in the next few minutes and the meeting continued.

### **VII. Nomination of Two NACo Representatives**

Commissioner Peter Baldacci explained MCCA currently has one representative on the NACo Board of Directors and another representative who is eligible to attend NACo meetings and lectures during conferences. He summarized some of the main features and benefit of the nationwide organization, touching on Stepping Up, the Discount Prescription Card Program, and the NACo sponsored Leadership Academy. Commissioner Fournier moved and Comm. Jabar seconded re-nominating Comm. Baldacci and Comm. Fowler as MCCA's two NACo representatives. The motion was unanimously approved.

### **VIII. Approval of MCCA 2019 Budget Line Item Transfers**

Office Manager Lauren Haven gave a brief overview of the recommended line item transfers to close out the 2019 budget. She explained this practice was strictly for record keeping purposes to show which line items went over budget and no money would be moved. The group reviewed the list of proposed transfers. Commissioner Fournier moved and Comm. Hobart seconded approving the list with no changes. The motion was approved without opposition.

### **IX. Approval of the MCCA 2020 Budget**

Comm. Fournier, representing the Budget and Finance Committee consisting of Comm. Amy Fowler, Comm. Tom Coward, Comm. Norm Fournier and Admin. Pamela Hile, presented the proposed budget. Comm. Fournier explained the reasoning behind all significant changes from the

2019 budget. Income lines for the “MainePERS Surplus Funds” and the “Transfer in from Fund Balance” had been eliminated. The approved membership dues formula had been implemented at a rate which would cover the reduction of income from the two eliminated line items and rebuild a reserve. Expenses were largely reduced by factoring in a minimum of three months without a second employee or contractor after the contract for the current executive director expires. For this reason, salary, MainePERS contributions, FICA, cell phone, and NACo conferences reflected a cost savings.

The group reviewed the budget draft. Admin. Scott Adkins stated it’s a better practice to have the income match the expenses even if the full amount is not expected to be spent. Comm. Baldacci moved to amend the budget by adding the difference of \$8,641 to 5060-00 Salary-Executive Director. Comm. Jabar seconded the motion. The discussion continued with some members for and some against the implications of reducing the overall budget. Eventually, Admin. Larry Post moved to move the question seconded by Comm. Baldacci. Two members voted in opposition and the motion was passed. Comm. Hobart moved and Comm. Graf seconded approving the revised budget with no further changes. A roll call vote was requested. Twelve members voted in favor and three were opposed, therefore the budget was passed.

## **X. Reports**

### **A. Executive Director and Legislative Report**

Executive Director Charles Pray presented his report highlighting a meeting in December between MCCA and Maine Municipal Association representatives regarding legislative and organization priorities. Going forward the hope is to collaborate on legislation benefiting both organizations. Periodic meetings will be scheduled to encourage communication and build a working relationship.

The Dean of U-Maine Cooperative Extension, Dr. Hannah Carter, reached out to offer to make a presentation to the MCCA Board. Comm. Fournier moved and Comm. Cote seconded inviting Dr. Carter to speak after the February Board meeting. The motion passed.

Comm. Cote requested the Board of Directors consider changing the by-laws to allow two votes for counties paying higher amounts in membership dues. The group decided to add this topic to the next meeting agenda as directors must be given a notice of twenty days prior to voting on a change to the adopted by-laws. The group agreed the discussion at this meeting sufficed as notice. All member counties were represented at this meeting.

Comm. Gorden moved to charge the Executive Committee with the task of developing recommendations for the future operation of MCCA to be reviewed at the March meeting. Comm. Clark seconded the motion, and it passed unanimously.

### **B. Financial Reports**

Office Manager Lauren Haven presented the December financial reports. Debits and credits were associated with normal operating expenses. She noted a few items. There was one more payment made for NACo trip reimbursements and income included the Risk Pool assessment and a quarterly check for NACo endorsements. As there were no questions about the reports, Comm. Baldacci moved to accept the financial reports, seconded by Comm. Erkinen and it passed unanimously.

### C. Association Reports

*MACCAM:* Administrator Bill Collins said the group met on December 6<sup>th</sup> with ten counties represented. The group, particularly Admin. Bob Devlin, is working with Marc Cyr, Principal Analyst for the Office of Fiscal and Program Review to help define the term, “unfunded mandate”. The goal is to develop a method by which to estimate costs for fiscal notes to make it clear how much the passing of a bill would cost those impacted. Currently there is no standardized method. This is particularly important as it pertains to new probate laws. Also, members are working with MSA to keep an eye on where the county jail funds are being allocated, the concern being the percentage of money going to programs versus the percentage going to operations.

### D. Annual Convention Report

Office Manager Lauren Haven reported the Convention Planning Committee met on December 20<sup>th</sup> and plan to meet again on January 24<sup>th</sup> to begin outlining the activities, food and educational sessions for the 2020 convention taking place on September 25, 26<sup>th</sup> and 27<sup>th</sup> at Sunday River.

### E. NACo Report

Comm. Baldacci reported he plans to attend the National Association of Counties Legislative Conference taking place in Washington DC on February 29<sup>th</sup> through March 4<sup>th</sup>.

## XI. Other Business

Office Manager Lauren Haven reminded the group about the training after the meeting on fiber optics by ConnectME’s Executive Director Peggy Schaffer.

## XI. Adjournment

*MCCA’s new President Comm. Amy Fowler invited a **motion** to adjourn at approximately 11:35 p.m. Comm. Cote made the **motion** seconded by Comm. Erkinen, and the **motion** 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, Comm. William Blodgett

# M.C.C.A.

Amy Fowler, President  
Waldo County

Michael Cote, Vice President  
York County

William Blodgett, Secretary-Treasurer  
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Charles Pray  
Executive Director

Lauren Haven  
Office Manager

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## MAINE COUNTY COMMISSIONERS ASSOCIATION

National County Government Month: April 2020

Maine County Government Day: April 14, 2020

### ***“Counties Matter”***

**WHEREAS**, the nation’s 3,069 counties serving more than 300 million Americans provide essential services to create healthy, safe and vibrant communities; and

**WHEREAS**, counties provide health services, administer justice, keep communities safe, foster economic opportunities and much more; and

**WHEREAS**, the Maine County Commissioners Association and all Maine counties take pride in our responsibility to protect and enhance the health, wellbeing and safety of our residents in efficient and cost-effective ways; and

**WHEREAS**, under National Association of Counties President Mary Ann Borgeson’s leadership, NACo is demonstrating how “Counties Matter,” especially in supporting older adults, their families and caregivers; and

**WHEREAS**, each year since 1991 the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs and services; and

**NOW, THEREFORE, BE IT RESOLVED THAT I**, Commissioner Amy Fowler, as President of the Maine County Commissioners Association, do hereby proclaim April 2020 as National County Government Month and April 14<sup>th</sup>, 2020 as Maine County Government Day. I encourage all county officials, employees, schools and residents to participate in our county government celebration activities in the Hall of Flags at the Maine State House from 1:00 pm to 4:00 pm on April 14<sup>th</sup>.







MCCA By-laws  
Amended January 2016:

## ARTICLE V. MEETINGS

### ***Membership Meetings***

Section 1. Any meeting of the general membership shall be held upon the call of the President or any five Directors. A quorum requirement for a general membership meeting shall be satisfied when a majority of member counties are represented by at least one Commissioner. Delegates to any membership meeting of this Association shall consist solely of County Commissioners from member counties currently holding office. Only Commissioners representing member counties of this Association which have paid current dues according to the assessment under Article IV of these Bylaws may be heard in debate. Each county shall have one vote, and only one vote, at any membership meeting.



# MAINE COUNTY COMMISSIONERS ASSOCIATION

## January 2020 Financial Report

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Attached please find the financial reports for the month of January 2020. The Balance Sheet shows total assets and liabilities at \$209,744.27 This amount includes \$12,443.87 from the money market account for MainePERS employer contributions.

Debits to the bank account in January totaled \$23,703.87 and receipts of \$2,051.22 were credited to the account. The debits were from normal operating expenses during the month, reimbursements for one NACo conference trip, and payment for the annual general membership meeting. Deposits included advertisement revenue from the Directory. When all funds have been received, the revenue from the advertisements will be a total of \$4,650.

The general fund checking account balance as of February 2<sup>nd</sup> was \$28,341.30 as some transactions had not yet cleared. This should be the low point of the year as membership dues have been invoiced and some payments have already been received.

Additional details of financial transactions appear in the *Profit & Loss Budget vs. Actual, Transaction Detail, Expenses by Vendor*, and *Profit & Loss Previous Year Comparison* reports. Please don't hesitate to let me know if you have any questions or would like to see anything presented differently in the financial reports.

Respectfully submitted,



Lauren Haven  
Office Manager

Accepted by:

Date: February 12, 2020

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Charles Pray, Executive Director

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Amy Fowler, President

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Michael Cote, Vice-President

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William Blodgett, Secretary-Treasurer



**Maine County Commissioners Association  
Reconciliation Summary**

**1020-00 · Money Market Account, Period Ending 01/20/20**

	<b>January 2020</b>
<b>Beginning Balance</b>	12,443.30
<b>Cleared Transactions</b>	
<b>Deposits and Credits - 1 item</b>	0.57
<b>Total Cleared Transactions</b>	0.57
<b>Cleared Balance</b>	<b>12,443.87</b>
<b>Register Balance as of 01/20/20</b>	12,443.87
<b>Ending Balance</b>	12,443.87



# Maine County Commissioners Association

## Reconciliation Summary

1010-00 · MCCA Checking-Savings Bank, Period Endi

	<b>January 2020</b>
<b>Beginning Balance</b>	<b>51,591.12</b>
<b>Cleared Transactions</b>	
Checks and Payments - 21 items	-23,703.87
Deposits and Credits - 4 items	2,051.22
<b>Total Cleared Transactions</b>	<b>-21,652.65</b>
<b>Cleared Balance</b>	<b>29,938.47</b>
<b>Uncleared Transactions</b>	
Checks and Payments - 2 items	-1,597.17
<b>Total Uncleared Transactions</b>	<b>-1,597.17</b>
<b>Register Balance as of 02/02/20</b>	<b>28,341.30</b>
<b>Ending Balance</b>	<b>28,341.30</b>





**Maine County Commissioners Association****Reconciliation Detail**

1010-00 · MCCA Checking-Savings Bank, Period Ending 02/02/20

	Date	Name	Amount	Balance
Beginning Balance				51,591.12
Cleared Transactions				
Checks and Payments - 21 items				
	12/12/19	Penobscot County Treasurer	-2,354.23	-2,354.23
	12/12/19	US Bank	-377.99	-2,732.22
	1/3/20	Bangor Payroll	-2,517.35	-5,249.57
	1/6/20	Maine Farm Bureau	-1,497.17	-6,746.74
	1/6/20	MainePERS	-753.09	-7,499.83
	1/6/20	Maine Municipal Association	-600.00	-8,099.83
	1/6/20	Charles Pray	-430.52	-8,530.35
	1/6/20	US Bank	-377.99	-8,908.34
	1/6/20	Lisa's White Flour Catering	-309.57	-9,217.91
	1/6/20	Haven, Lauren	-108.00	-9,325.91
	1/6/20	Camden National Bank	-71.99	-9,397.90
	1/6/20	MMEHT	-32.58	-9,430.48
	1/10/20	Bangor Payroll	-2,517.35	-11,947.83
	1/17/20	Bangor Payroll	-2,517.35	-14,465.18
	1/23/20	The Senator Inn & Spa	-1,062.30	-15,527.48
	1/23/20	Spectrum Business/TWC	-178.45	-15,705.93
	1/23/20	Unlimited Technology	-125.00	-15,830.93
	1/23/20	Liberty Mutual Insurance	-57.08	-15,888.01
	1/23/20	Camden National Bank	-14.00	-15,902.01
	1/24/20	Bangor Payroll	-2,935.76	-18,837.77
	1/31/20	Bangor Payroll	-4,866.10	-23,703.87
Total Checks and Payments			-23,703.87	-23,703.87
Deposits and Credits - 4 items				
	1/17/20		700.00	700.00
	1/28/20		650.00	1,350.00
	1/28/20	Square	699.40	2,049.40
	2/2/20		1.82	2,051.22
Total Deposits and Credits			2,051.22	2,051.22
Total Cleared Transactions			-21,652.65	-21,652.65
Cleared Balance			-21,652.65	29,938.47
Uncleared Transactions				
Checks and Payments - 2 items				
	10/24/19	Treasurer, State Of Maine	-100.00	-100.00
	1/23/20	Maine Farm Bureau	-1,497.17	-1,597.17
Total Checks and Payments			-1,597.17	-1,597.17
Total Uncleared Transactions			-1,597.17	-1,597.17
Register Balance as of 02/02/20			-23,249.82	28,341.30
Ending Balance			-23,249.82	28,341.30



**Maine County Commissioners Association**  
**Balance Sheet (accrual)**  
As of January 31, 2020

	<b>January 2020</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000-00 · Bank and Cash Accounts	
1010-00 · MCCA Checking-Savings Bank	28,339.48
1020-00 · Money Market Account	12,443.87
1030-00 · Petty Cash Account	200.00
<b>Total 1000-00 · Bank and Cash Accounts</b>	<u>40,983.35</u>
<b>Total Checking/Savings</b>	40,983.35
<b>Accounts Receivable</b>	
1300-00 · Receivables	168,174.92
<b>Total Accounts Receivable</b>	<u>168,174.92</u>
<b>Total Current Assets</b>	209,158.27
<b>Fixed Assets</b>	
1200-00 · Fixed Assets	
1210-00 · Accumulated Depreciation	-6,074.00
1220-00 · Equipment	6,660.00
<b>Total 1200-00 · Fixed Assets</b>	<u>586.00</u>
<b>Total Fixed Assets</b>	<u>586.00</u>
<b>TOTAL ASSETS</b>	<u><u>209,744.27</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000-00 · Accounts Payable	2,994.34
<b>Total Accounts Payable</b>	<u>2,994.34</u>
<b>Other Current Liabilities</b>	
2100-00 · Other Current Liabilities	
2130-00 · Employee Health Insurance Contr	1,154.90
2140-00 · Accrued Vacation	820.90
<b>Total 2100-00 · Other Current Liabilities</b>	<u>1,975.80</u>
<b>Total Other Current Liabilities</b>	<u>1,975.80</u>
<b>Total Current Liabilities</b>	<u>4,970.14</u>
<b>Total Liabilities</b>	4,970.14
<b>Equity</b>	
3000-00 · Equity Accounts	
3020-00 · Fund Balance to Current Yr Inc	-89,430.00
<b>Total 3000-00 · Equity Accounts</b>	<u>-89,430.00</u>
3100-00 · Earnings	147,148.40
<b>Net Income</b>	<u>147,055.73</u>
<b>Total Equity</b>	<u>204,774.13</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>209,744.27</u></u>



# Maine County Commissioners Association

## Profit & Loss Budget vs. Actual

January 2020

Accrual Basis

	January 2020	2020 Budget	\$ Over Budget	% of Budget
<b>Income</b>				
4100-00 · Convention Income				
4110-00 · Plaques		400	-400	
4120-00 · Registration	353	26,000	-25,647	1%
4130-00 · Sponsorship		10,000	-10,000	
4140-00 · Vendor		9,000	-9,000	
Total 4100-00 · Convention Income	353	45,400	-45,047	1%
4300-00 · Dues	166,689	166,690	-1	100%
4400-00 · Other Income	2,449	10,000	-7,551	24%
4500-00 · NACo Roster		500	-500	
4600-00 · MCCA Risk Pool Assessment		27,038	-27,038	
4810-00 · Interest Earned	1	100	-99	1%
Total Income	169,492	249,728	-80,236	68%
Gross Profit	169,492	249,728	-80,236	68%
<b>Expense</b>				
5000-00 · Payroll Expenses				
5020-00 · Payroll Fees	178	2,000	-1,822	9%
5030-00 · FICA	993	8,574	-7,581	12%
5040-00 · MainePERS Contributions	753	8,445	-7,692	9%
5050-00 · Salary-Office Manager	5,199	51,161	-45,962	10%
5060-00 · Salary-Executive Director	7,977	70,861	-62,884	11%
Total 5000-00 · Payroll Expenses	15,100	141,041	-125,941	11%
5100-00 · Insurance				
5110-00 · Health Insurance	1,007	12,105	-11,098	8%
5120-00 · Commercial, Crime, D&O Ins	57	2,070	-2,013	3%
5130-00 · Workers Comp		550	-550	
5140-00 · Unemployment Comp Ins		450	-450	
Total 5100-00 · Insurance	1,064	15,175	-14,111	7%
6010-00 · Prof. Services				
6012-00 · Prof Services - Legal Services		500	-500	
6013-00 · Financial Audit		3,000	-3,000	
Total 6010-00 · Prof. Services		3,500	-3,500	
6030-00 · Lobbying				
6031-00 · Lobbying Reg		200	-200	
Total 6030-00 · Lobbying		200	-200	
6040-00 · NACO Expenses				
6041-00 · Conferences		6,465	-6,465	
Total 6040-00 · NACO Expenses		6,465	-6,465	
6050-00 · Education and Training		600	-600	
6100-00 · Bank Charges		50	-50	

Accrual Basis

	January 2020	2020 Budget	\$ Over Budget	% of Budget
<b>6110-00 · Convention Expense</b>				
6113-00 · Entertainment/Speakers		2,500	-2,500	
6114-00 · MCCA Staff Registration Expense		1,000	-1,000	
6118-00 · Meeting Exp.		32,500	-32,500	
6121-00 · Supplies		300	-300	
6124-00 · Commissioner Retirement Plaques		400	-400	
<b>Total 6110-00 · Convention Expense</b>		36,700	-36,700	
<b>6140-00 · Copies-Printing</b>				
6142-00 · Directory		100	-100	
<b>Total 6140-00 · Copies-Printing</b>		100	-100	
<b>6145-00 · Dues Expense</b>	600	1,400	-800	43%
<b>6150-00 · Equipment - Office</b>				
6151-00 · Computer Hardware & Software		300	-300	
6152-00 · IT Services	151	1,700	-1,549	9%
6153-00 · Photocopier Lease	378	4,092	-3,714	9%
6154-00 · Printer & Supplies	60	1,000	-940	6%
6156-00 · Other		400	-400	
<b>Total 6150-00 · Equipment - Office</b>	589	7,492	-6,903	8%
<b>6160-00 · Fees</b>		100	-100	
<b>6170-00 · Meeting Expense</b>				
6171-00 · Annual Meeting	1,062	2,000	-938	53%
6172-00 · County Officials' Workshop		3,000	-3,000	
6173-00 · Monthly	310	3,600	-3,290	9%
6175-00 · Meetings - Other		2,000	-2,000	
<b>Total 6170-00 · Meeting Expense</b>	1,372	10,600	-9,228	13%
<b>6180-00 · Mileage &amp; Travel Expense</b>	131	600	-469	22%
<b>6195-00 · Office Space Rental</b>	2,994	19,000	-16,006	16%
<b>6215-00 · Postage-Shipping</b>	33	250	-217	13%
<b>6230-00 · Advertising</b>		250	-250	
<b>6235-00 · Supplies</b>		2,000	-2,000	
<b>6240-00 · Telephone, Fax &amp; Internet</b>				
6243-00 · Phone, Fax & Internet	178	2,200	-2,022	8%
6240-00 · Telephone, Fax & Internet - Other		1,305	-1,305	
<b>Total 6240-00 · Telephone, Fax &amp; Internet</b>	178	3,505	-3,327	5%
<b>6250-00 · Website</b>		200	-200	
<b>6260-00 · Contingency</b>		500	-500	
<b>Total Expense</b>	22,061	249,728	-227,667	9%

# Maine County Commissioners Association

## Expenses by Vendor Detail

January 2020

Accrual Basis

### Bangor Payroll

Type	Date	Memo	Account	Amount	Balance
Bill	01/03/2020	Office Managers Salary	5050-00 · Salary-Office Manager	948.88	948.88
Bill	01/03/2020	Taxes	5030-00 · FICA	190.94	1,139.82
Bill	01/03/2020	Processing fee	5020-00 · Payroll Fees	34.00	1,173.82
Bill	01/03/2020	ED Salary	5060-00 · Salary-Executive Director	1,595.35	2,769.17
Bill	01/10/2020	Office Managers Salary	5050-00 · Salary-Office Manager	948.88	3,718.05
Bill	01/10/2020	Taxes	5030-00 · FICA	190.94	3,908.99
Bill	01/10/2020	Processing fee	5020-00 · Payroll Fees	34.00	3,942.99
Bill	01/10/2020	ED Salary	5060-00 · Salary-Executive Director	1,595.35	5,538.34
Bill	01/17/2020	Office Managers Salary	5050-00 · Salary-Office Manager	948.88	6,487.22
Bill	01/17/2020	Taxes	5030-00 · FICA	190.94	6,678.16
Bill	01/17/2020	Processing fee	5020-00 · Payroll Fees	34.00	6,712.16
Bill	01/17/2020	ED Salary	5060-00 · Salary-Executive Director	1,595.35	8,307.51
Bill	01/24/2020	Office Managers Salary	5050-00 · Salary-Office Manager	1,368.76	9,676.27
Bill	01/24/2020	Taxes	5030-00 · FICA	223.06	9,899.33
Bill	01/24/2020	Processing fee	5020-00 · Payroll Fees	34.00	9,933.33
Bill	01/24/2020	ED Salary	5060-00 · Salary-Executive Director	1,595.35	11,528.68
Bill	01/31/2020	Office Managers Salary	5050-00 · Salary-Office Manager	983.87	12,512.55
Bill	01/31/2020	Taxes	5030-00 · FICA	197.31	12,709.86
Bill	01/31/2020	Processing fee	5020-00 · Payroll Fees	42.00	12,751.86
Bill	01/31/2020	ER Health Insurance Contributions	5110-00 · Health Insurance	1,006.70	13,758.56
Bill	01/31/2020	Executive Director Salary	5060-00 · Salary-Executive Director	1,595.35	15,353.91
Total Bangor Payroll				15,353.91	15,353.91

### Camden National Bank

Bill	01/06/2020	Email Backup	6152-00 · IT Services	12.00	12.00
Bill	01/06/2020		6154-00 · Printer & Supplies	59.99	71.99
Bill	01/23/2020	Email Backup	6152-00 · IT Services	14.00	85.99
Total Camden National Bank				85.99	85.99

### Charles Pray

Bill	01/06/2020		6241-00 · Cell Phone	300.00	300.00
Bill	01/06/2020		6180-00 · Mileage & Travel Expense	130.52	430.52
Total Charles Pray				430.52	430.52

### Haven, Lauren

Bill	01/06/2020		6241-00 · Cell Phone	75.00	75.00
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Accrual Basis	Type	Date	Memo	Account	Amount	Balance
Total Haven, Lauren <b>Liberty Mutual Insurance</b>	Bill	01/06/2020		6235-00 · Supplies	0.00	75.00
	Bill	01/06/2020		6180-00 · Mileage & Travel Expense	0.00	75.00
	Bill	01/06/2020		6215-00 · Postage-Shipping	33.00	108.00
	Bill	01/06/2020		6173-00 · Monthly	0.00	108.00
					108.00	108.00
Total Liberty Mutual Insurance <b>Lisa's White Flour Catering</b>	Bill	01/23/2020		5120-00 · Commercial, Crime, D&O Ins	57.08	57.08
					57.08	57.08
Total Lisa's White Flour Catering <b>Maine Farm Bureau</b>	Bill	01/06/2020		6173-00 · Monthly	309.57	309.57
					309.57	309.57
Total Maine Farm Bureau <b>Maine Municipal Association</b>	Bill	01/06/2020	Printed by MCCA	6195-00 · Office Space Rental	1,497.17	1,497.17
	Bill	01/23/2020	Printed by MCCA	6195-00 · Office Space Rental	1,497.17	2,994.34
					2,994.34	2,994.34
Total Maine Municipal Association <b>MainePERS</b>	Bill	01/06/2020	MMA Conference	6145-00 · Dues Expense	600.00	600.00
					600.00	600.00
Total MainePERS <b>Spectrum Business/TWC</b>	Bill	01/06/2020		5040-00 · MainePERS Contributions	753.09	753.09
					753.09	753.09
Total Spectrum Business/TWC <b>The Senator Inn &amp; Spa</b>	Bill	01/23/2020		6243-00 · Phone, Fax & Internet	178.45	178.45
					178.45	178.45
Total The Senator Inn & Spa <b>Unlimited Technology</b>	Bill	01/23/2020		6171-00 · Annual Meeting	1,062.30	1,062.30
					1,062.30	1,062.30
Total Unlimited Technology <b>US Bank</b>	Bill	01/23/2020		6152-00 · IT Services	0.00	0.00
	Bill	01/23/2020		6152-00 · IT Services	125.00	125.00
					125.00	125.00
Total US Bank <b>TOTAL</b>	Bill	01/06/2020		6153-00 · Photocopier Lease	377.99	377.99
					377.99	377.99
					22,436.24	22,436.24



# Maine County Commissioners Association Transaction Detail by Account

January 2020

Accrual Basis

1000-00 · Bank and Cash Accounts

1010-00 · MCCA Checking-Savings Bank

Date	Name	Memo	Amount	Balance
1/3	Bangor Payroll	Payroll for week 12/23 to 12/29/20	-2,517.35	-2,517.35
1/6	MainePERS		-753.09	-3,270.44
1/6	MMEHT	Balance for health insurance payment	-32.58	-3,303.02
1/6	Maine Municipal Association		-600.00	-3,903.02
1/6	Lisa's White Flour Catering		-309.57	-4,212.59
1/6	Maine Farm Bureau	Printed by MCCA	-1,497.17	-5,709.76
1/6	Camden National Bank		-71.99	-5,781.75
1/6	US Bank		-377.99	-6,159.74
1/6	Charles Pray		-430.52	-6,590.26
1/6	Haven, Lauren		-108.00	-6,698.26
1/10	Bangor Payroll	Payroll for week 12/30 to 1/5/20	-2,517.35	-9,215.61
1/17		Deposit	700.00	-8,515.61
1/17	Bangor Payroll	Payroll for week 1/6 to 1/12/20	-2,517.35	-11,032.96
1/23	Liberty Mutual Insurance		-57.08	-11,090.04
1/23	Camden National Bank		-14.00	-11,104.04
1/23	The Senator Inn & Spa		-1,062.30	-12,166.34
1/23	Maine Farm Bureau	Printed by MCCA	-1,497.17	-13,663.51
1/23	Spectrum Business/TWC		-178.45	-13,841.96
1/23	Unlimited Technology		-125.00	-13,966.96
1/24	Bangor Payroll	Payroll for week 1/13 to 1/19/20	-2,935.76	-16,902.72
1/28		Deposit	650.00	-16,252.72
1/28	Square	Deposit	699.40	-15,553.32
1/31	Bangor Payroll	Payroll for week 1/20 to 1/26/20	-4,866.10	-20,419.42
			-20,419.42	-20,419.42
1/20		Interest	0.57	0.57
			0.57	0.57
			-20,418.85	-20,418.85
1/17	Info Quick Solutions, Inc.		700.00	700.00
1/17	Info Quick Solutions, Inc.		-700.00	0.00
1/28	Rudman & Winchell, LLC		400.00	400.00
1/28	Libby O'Brien Kingsley, LLC		400.00	800.00
1/28	Libby O'Brien Kingsley, LLC		-400.00	400.00
1/28	Acadia Benefits		250.00	650.00
1/28	Acadia Benefits		-250.00	400.00
Total 1010-00 · MCCA Checking-Savings Bank				
1020-00 · Money Market Account				
Total 1020-00 · Money Market Account				
Total 1000-00 · Bank and Cash Accounts				
1300-00 · Receivables				

Accrual Basis

Date	Name	Memo	Amount	Balance
1/30	Androscoggin County		11,057.00	11,457.00
1/30	Aroostook County		10,257.00	21,714.00
1/30	Cumberland County Maine		17,179.00	38,893.00
1/30	Hancock County		10,882.00	49,775.00
1/30	Kennebec County		11,478.00	61,253.00
1/30	Knox County		10,121.00	71,374.00
1/30	Lincoln County		10,060.00	81,434.00
1/30	Oxford County		10,321.00	91,755.00
1/30	Penobscot County		11,895.00	103,650.00
1/30	Piscataquis County		9,358.00	113,008.00
1/30	Sagadahoc County		9,797.00	122,805.00
1/30	Somerset County		10,050.00	132,855.00
1/30	Waldo County		9,825.00	142,680.00
1/30	Washington County		9,643.00	152,323.00
1/30	York County		14,766.00	167,089.00
1/31	Hancock County		353.00	167,442.00
			167,442.00	167,442.00

Total 1300-00 - Receivables

1110-00 - Undeposited Funds

1/17	Info Quick Solutions, Inc.		700.00	700.00
1/17	Info Quick Solutions, Inc.	Deposit	-700.00	0.00
1/28	Libby O'Brien Kingsley, LLC		400.00	400.00
1/28	Acadia Benefits		250.00	650.00
1/28	Libby O'Brien Kingsley, LLC	Deposit	-400.00	250.00
1/28	Acadia Benefits	Deposit	-250.00	0.00
			0.00	0.00

Total 1110-00 - Undeposited Funds

2000-00 - Accounts Payable

1/3	Bangor Payroll	Payroll for week 12/23 to 12/29/20	-2,517.35	-2,517.35
1/3	Bangor Payroll	Payroll for week 12/23 to 12/29/20	2,517.35	0.00
1/6	Maine Farm Bureau	Printed by MCCA	-1,497.17	-1,497.17
1/6	MainePERS		-753.09	-2,250.26
1/6	MainePERS		753.09	-1,497.17
1/6	MMEHT		32.58	-1,464.59
1/6	Maine Municipal Association	Balance for health insurance payment	-600.00	-2,064.59
1/6	Maine Municipal Association		600.00	-1,464.59
1/6	Lisa's White Flour Catering		-309.57	-1,774.16
1/6	Lisa's White Flour Catering		309.57	-1,464.59
1/6	Maine Farm Bureau	Printed by MCCA	1,497.17	32.58
1/6	Camden National Bank		-71.99	-39.41
1/6	Camden National Bank		71.99	32.58
1/6	US Bank		-377.99	-345.41
1/6	US Bank		377.99	32.58
1/6	Charles Pray		-430.52	-397.94

Accrual Basis

Date	Name	Memo	Amount	Balance
1/6	Charles Pray		430.52	32.58
1/6	Haven, Lauren		-108.00	-75.42
1/6	Haven, Lauren		108.00	32.58
1/10	Bangor Payroll	Payroll for week 12/30 to 1/5/20	-2,517.35	-2,484.77
1/10	Bangor Payroll	Payroll for week 12/30 to 1/5/20	2,517.35	32.58
1/17	Bangor Payroll	Payroll for week 1/6 to 1/12/20	-2,517.35	-2,484.77
1/17	Bangor Payroll	Payroll for week 1/6 to 1/12/20	2,517.35	32.58
1/23	Maine Farm Bureau	Printed by MCCA	-1,497.17	-1,484.59
1/23	Liberty Mutual Insurance		-57.08	-1,521.67
1/23	Liberty Mutual Insurance		57.08	-1,484.59
1/23	Camden National Bank		-14.00	-1,478.59
1/23	Camden National Bank		14.00	-1,464.59
1/23	The Senator Inn & Spa		-1,062.30	-2,526.89
1/23	The Senator Inn & Spa		1,062.30	-1,464.59
1/23	Maine Farm Bureau	Printed by MCCA	1,497.17	32.58
1/23	Spectrum Business/TWC		-178.45	-145.87
1/23	Spectrum Business/TWC		178.45	32.58
1/23	Unlimited Technology		0.00	32.58
1/23	Unlimited Technology		-125.00	-92.42
1/23	Unlimited Technology		125.00	32.58
1/24	Bangor Payroll	Payroll for week 1/13 to 1/19/20	-2,935.76	-2,903.18
1/24	Bangor Payroll	Payroll for week 1/13 to 1/19/20	2,935.76	32.58
1/31	Bangor Payroll	Payroll for week 1/20 to 1/26/20	-4,866.10	-4,833.52
1/31	Bangor Payroll	Payroll for week 1/20 to 1/26/20	4,866.10	32.58
			32.58	32.58
Total 2000-00 - Accounts Payable				
2100-00 - Other Current Liabilities				
2120-00 - MainePERS Employee Contribution				
1/3	Bangor Payroll	Employee Contribution	-203.54	-203.54
1/10	Bangor Payroll	Employee Contribution	-203.54	-407.08
1/17	Bangor Payroll	Employee Contribution	-203.54	-610.62
1/24	Bangor Payroll	Employee Contribution	-237.13	-847.75
1/31	Bangor Payroll	Employee Contribution	-383.37	-1,231.12
1/31	Bangor Payroll	EE MEPRS Retirement Contributions	1,231.12	0.00
			0.00	0.00
Total 2120-00 - MainePERS Employee Contribution				
2130-00 - Employee Health Insurance Contr				
1/3	Bangor Payroll	EE Health Insurance Contributions	-48.28	-48.28
1/10	Bangor Payroll	EE Health Insurance Contributions	-48.28	-96.56
1/17	Bangor Payroll	EE Health Insurance Contributions	-48.28	-144.84
1/24	Bangor Payroll	EE Health Insurance Contributions	-48.28	-193.12
1/31	Bangor Payroll	EE Health Insurance Contributions	193.12	0.00
			0.00	0.00
Total 2130-00 - Employee Health Insurance Contr				

Accrual Basis	Date	Name	Memo	Amount	Balance
Total 2100-00 · Other Current Liabilities				0.00	0.00
4100-00 · Convention Income					
4120-00 · Registration					
	1/31	Hancock County	2019 Convention registration and meals for	-353.00	-353.00
Total 4120-00 · Registration				-353.00	-353.00
Total 4100-00 · Convention Income				-353.00	-353.00
4300-00 · Dues					
	1/30	Androscoggin County	MCCA Annual Dues	-11,057.00	-11,057.00
	1/30	Aroostook County	MCCA Annual Dues	-10,257.00	-21,314.00
	1/30	Cumberland County Maine	MCCA Annual Dues	-17,179.00	-38,493.00
	1/30	Hancock County	MCCA Annual Dues	-10,882.00	-49,375.00
	1/30	Kennebec County	MCCA Annual Dues	-11,478.00	-60,853.00
	1/30	Knox County	MCCA Annual Dues	-10,121.00	-70,974.00
	1/30	Lincoln County	MCCA Annual Dues	-10,060.00	-81,034.00
	1/30	Oxford County	MCCA Annual Dues	-10,321.00	-91,355.00
	1/30	Penobscot County	MCCA Annual Dues	-11,895.00	-103,250.00
	1/30	Piscataquis County	MCCA Annual Dues	-9,358.00	-112,608.00
	1/30	Sagadahoc County	MCCA Annual Dues	-9,797.00	-122,405.00
	1/30	Somerset County	MCCA Annual Dues	-10,050.00	-132,455.00
	1/30	Waldo County	MCCA Annual Dues	-9,825.00	-142,280.00
	1/30	Washington County	MCCA Annual Dues	-9,643.00	-151,923.00
	1/30	York County	MCCA Annual Dues	-14,766.00	-166,689.00
Total 4300-00 · Dues				-166,689.00	-166,689.00
4400-00 · Other Income					
	1/17	Info Quick Solutions, Inc.	Income from any advertising performed by	-700.00	-700.00
	1/28	Rudman & Winchell, LLC	Quarter Page Ad in the Directory of Maine C	-400.00	-1,100.00
	1/28	Libby O'Brien Kingsley, LLC	Quarter page ad - Directory of Maine Counti	-400.00	-1,500.00
	1/28	Acadia Benefits	Business Card Size Ad - Directory of Maine	-250.00	-1,750.00
	1/28	Square	Deposit	-699.40	-2,449.40
Total 4400-00 · Other Income				-2,449.40	-2,449.40
4810-00 · Interest Earned					
	1/20		Interest	-0.57	-0.57
Total 4810-00 · Interest Earned				-0.57	-0.57
5000-00 · Payroll Expenses					
5020-00 · Payroll Fees					
	1/3	Bangor Payroll	Processing fee	34.00	34.00
	1/10	Bangor Payroll	Processing fee	34.00	68.00
	1/17	Bangor Payroll	Processing fee	34.00	102.00
	1/24	Bangor Payroll	Processing fee	34.00	136.00
	1/31	Bangor Payroll	Processing fee	42.00	178.00
Total 5020-00 · Payroll Fees				178.00	178.00

Accrual Basis

5030-00 - FICA

Date	Name	Memo	Amount	Balance
1/3	Bangor Payroll	Taxes	190.94	190.94
1/10	Bangor Payroll	Taxes	190.94	381.88
1/17	Bangor Payroll	Taxes	190.94	572.82
1/24	Bangor Payroll	Taxes	223.06	795.88
1/31	Bangor Payroll	Taxes	197.31	993.19
			993.19	993.19

Total 5030-00 - FICA

5040-00 - MainePERS Contributions

1/6	MainePERS		753.09	753.09
			753.09	753.09

Total 5040-00 - MainePERS Contributions

5050-00 - Salary-Office Manager

1/3	Bangor Payroll	Office Managers Salary	948.88	948.88
1/10	Bangor Payroll	Office Managers Salary	948.88	1,897.76
1/17	Bangor Payroll	Office Managers Salary	948.88	2,846.64
1/24	Bangor Payroll	Office Managers Salary	1,368.76	4,215.40
1/31	Bangor Payroll	Office Managers Salary	983.87	5,199.27
			5,199.27	5,199.27

Total 5050-00 - Salary-Office Manager

5060-00 - Salary-Executive Director

1/3	Bangor Payroll	ED Salary	1,595.35	1,595.35
1/10	Bangor Payroll	ED Salary	1,595.35	3,190.70
1/17	Bangor Payroll	ED Salary	1,595.35	4,786.05
1/24	Bangor Payroll	ED Salary	1,595.35	6,381.40
1/31	Bangor Payroll	Executive Director Salary	1,595.35	7,976.75
			7,976.75	7,976.75
			15,100.30	15,100.30

Total 5060-00 - Salary-Executive Director

Total 5000-00 - Payroll Expenses

5100-00 - Insurance

5110-00 - Health Insurance

1/31	Bangor Payroll	ER Health Insurance Contributions	1,006.70	1,006.70
			1,006.70	1,006.70

Total 5110-00 - Health Insurance

5120-00 - Commercial, Crime, D&O Ins

1/23	Liberty Mutual Insurance		57.08	57.08
			57.08	57.08
			1,063.78	1,063.78

Total 5120-00 - Commercial, Crime, D&O Ins

Total 5100-00 - Insurance

6145-00 - Dues Expense

1/6	Maine Municipal Association	MMA Conference	600.00	600.00
			600.00	600.00

Total 6145-00 - Dues Expense

6150-00 - Equipment - Office

6152-00 - IT Services

1/6	Camden National Bank	Email Backup	12.00	12.00
1/23	Camden National Bank	Email Backup	14.00	26.00
1/23	Unlimited Technology		0.00	26.00

Accrual Basis	Date	Name	Memo	Amount	Balance
Total 6152-00 - IT Services	1/23	Unlimited Technology		125.00	151.00
6153-00 - Photocopier Lease				151.00	151.00
Total 6153-00 - Photocopier Lease	1/6	US Bank		377.99	377.99
6154-00 - Printer & Supplies				377.99	377.99
Total 6154-00 - Printer & Supplies	1/6	Camden National Bank		59.99	59.99
Total 6150-00 - Equipment - Office				59.99	59.99
6170-00 - Meeting Expense				588.98	588.98
6171-00 - Annual Meeting					
Total 6171-00 - Annual Meeting	1/23	The Senator Inn & Spa		1,062.30	1,062.30
6173-00 - Monthly				1,062.30	1,062.30
Total 6173-00 - Monthly	1/6	Lisa's White Flour Catering		309.57	309.57
Total 6170-00 - Meeting Expense	1/6	Haven, Lauren		0.00	309.57
6180-00 - Mileage & Travel Expense				309.57	309.57
Total 6173-00 - Monthly				1,371.87	1,371.87
Total 6180-00 - Mileage & Travel Expense	1/6	Charles Pray		130.52	130.52
6195-00 - Office Space Rental	1/6	Haven, Lauren		0.00	130.52
Total 6180-00 - Mileage & Travel Expense				130.52	130.52
6195-00 - Office Space Rental	1/6	Maine Farm Bureau	Printed by MCCA	1,497.17	1,497.17
Total 6195-00 - Office Space Rental	1/23	Maine Farm Bureau	Printed by MCCA	1,497.17	2,994.34
6215-00 - Postage-Shipping				2,994.34	2,994.34
Total 6215-00 - Postage-Shipping	1/6	Haven, Lauren		33.00	33.00
6235-00 - Supplies				33.00	33.00
Total 6235-00 - Supplies	1/6	Haven, Lauren		0.00	0.00
6240-00 - Telephone, Fax & Internet				0.00	0.00
6241-00 - Cell Phone					
Total 6241-00 - Cell Phone	1/6	Charles Pray		300.00	300.00
6243-00 - Phone, Fax & Internet	1/6	Haven, Lauren		75.00	375.00
Total 6241-00 - Cell Phone				375.00	375.00
6243-00 - Phone, Fax & Internet					
Total 6243-00 - Phone, Fax & Internet	1/23	Spectrum Business/TWC		178.45	178.45
Total 6240-00 - Telephone, Fax & Internet				178.45	178.45
Total 6240-00 - Telephone, Fax & Internet				553.45	553.45

# Maine County Commissioners Association

## Profit & Loss Prev Year Comparison

January 2020

Accrual Basis

	Jan 2020	Jan 2019	\$ Change	% Change
<b>Income</b>				
4100-00 · Convention Income				
4120-00 · Registration	353.00	0.00	353.00	100.0%
<b>Total 4100-00 · Convention Income</b>	<b>353.00</b>	<b>0.00</b>	<b>353.00</b>	<b>100.0%</b>
4300-00 · Dues	166,689.00	141,043.05	25,645.95	18.18%
4400-00 · Other Income	2,449.40	3,100.90	-651.50	-21.01%
4810-00 · Interest Earned	0.57	3.02	-2.45	-81.13%
<b>Total Income</b>	<b>169,491.97</b>	<b>144,146.97</b>	<b>25,345.00</b>	<b>17.58%</b>
<b>Gross Profit</b>	<b>169,491.97</b>	<b>144,146.97</b>	<b>25,345.00</b>	<b>17.58%</b>
<b>Expense</b>				
5000-00 · Payroll Expenses				
5020-00 · Payroll Fees	178.00	178.00	0.00	0.0%
5030-00 · FICA	993.19	942.56	50.63	5.37%
5040-00 · MainePERS Contributions	753.09	713.12	39.97	5.61%
5050-00 · Salary-Office Manager	5,199.27	4,958.40	240.87	4.86%
5060-00 · Salary-Executive Director	7,976.75	7,600.00	376.75	4.96%
<b>Total 5000-00 · Payroll Expenses</b>	<b>15,100.30</b>	<b>14,392.08</b>	<b>708.22</b>	<b>4.92%</b>
5100-00 · Insurance				
5110-00 · Health Insurance	1,006.70	977.37	29.33	3.0%
5120-00 · Commercial, Crime, D&O Ins	57.08	56.83	0.25	0.44%
<b>Total 5100-00 · Insurance</b>	<b>1,063.78</b>	<b>1,034.20</b>	<b>29.58</b>	<b>2.86%</b>
6010-00 · Prof. Services				
6012-00 · Prof Services - Legal Services	0.00	500.00	-500.00	-100.0%
<b>Total 6010-00 · Prof. Services</b>	<b>0.00</b>	<b>500.00</b>	<b>-500.00</b>	<b>-100.0%</b>
6145-00 · Dues Expense	600.00	600.00	0.00	0.0%
6150-00 · Equipment - Office				
6152-00 · IT Services	151.00	125.00	26.00	20.8%
6153-00 · Photocopier Lease	377.99	296.75	81.24	27.38%
6154-00 · Printer & Supplies	59.99	536.44	-476.45	-88.82%
<b>Total 6150-00 · Equipment - Office</b>	<b>588.98</b>	<b>958.19</b>	<b>-369.21</b>	<b>-38.53%</b>
6170-00 · Meeting Expense				
6171-00 · Annual Meeting	1,062.30	1,015.40	46.90	4.62%
6173-00 · Monthly	309.57	0.00	309.57	100.0%
6175-00 · Meetings - Other	0.00	1,500.00	-1,500.00	-100.0%
<b>Total 6170-00 · Meeting Expense</b>	<b>1,371.87</b>	<b>2,515.40</b>	<b>-1,143.53</b>	<b>-45.46%</b>
6180-00 · Mileage & Travel Expense	130.52	0.00	130.52	100.0%
6195-00 · Office Space Rental	2,994.34	1,497.17	1,497.17	100.0%
6215-00 · Postage-Shipping	33.00	50.00	-17.00	-34.0%
6235-00 · Supplies	0.00	65.77	-65.77	-100.0%
6240-00 · Telephone, Fax & Internet				
6241-00 · Cell Phone	375.00	75.00	300.00	400.0%
6243-00 · Phone, Fax & Internet	178.45	169.55	8.90	5.25%
<b>Total 6240-00 · Telephone, Fax &amp; Internet</b>	<b>553.45</b>	<b>244.55</b>	<b>308.90</b>	<b>126.31%</b>
<b>Total Expense</b>	<b>22,436.24</b>	<b>21,857.36</b>	<b>578.88</b>	<b>2.65%</b>
<b>Net Income</b>	<b>147,055.73</b>	<b>122,289.61</b>	<b>24,766.12</b>	<b>20.25%</b>





# M.C.C.A.

Amy Fowler, President  
Waldo County

Michael Cote, Vice President  
York County

William Blodgett, Secretary-Treasurer  
Lincoln County

Charles Pray  
Executive Director

Lauren Haven  
Office Manager



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## MAINE COUNTY COMMISSIONERS ASSOCIATION

### Convention Planning Committee Meeting Minutes

MCCA Offices in Augusta

10:00 am Friday, January 24, 2020

Welcome Meeting Attendees: Barbara Arseneau, Linda Corliss, Diana Messina, Abby Shanor, Owen Smith and Lauren Haven

#### The 2021 Venue

The group discussed past venues and locations of conventions. The Committee will get estimates and bring a recommendation to the MCCA Board of Directors for consideration. Venues such as the Village Inn in Belgrade Lakes, Atlantic Oceanside in Bar Harbor, Ramada Inn in Auburn, and multiple venues in York County were discussed. The topic will be revisited at the next meeting.

#### 2020 Convention Brainstorming

The group discussed ideas for Sunday River including group activities and educational sessions based on attendance from this and prior years. Along with the outing to the local rock museum, we could provide a roadmap for an afternoon scenic drive to the Omni Hotel about an hour from Sunday River. There are plenty of on-site activities, and we need to provide options for different levels of physical capability. A bus tour might be fun as the leaves should be in peak color at the end of October so there should be some color at our conference at the end of September. Others may want to shop in nearby Bethel. There is a local fair in Bethel. We'll find out when it takes place.

Entertainment ideas include a soft jazz band which could play after dinner while attendees are visiting. Lauren will research some area bands. Other ideas were to have popcorn and a movie.

The committee came up with a great list of educational sessions to explore along with a couple of sessions from the last conference we might want to have again. The retirement planning forum was very successful last year, and "Unauthorized Practice of Law" by John Cunningham was standing room only. Potential sessions included such topics as: Important Documentation for Department Leaders, Modern Recruiting Practices, Succession Planning and Cross Training, Recruitment Retention and Workforce Initiatives (could be a round table), Morale and Employee Engagement, The Age and Gender Gap – Working with a Multi-generational Workforce, and Balancing Discipline with Union Rights.

The Committee set the next meeting for February 21<sup>st</sup> at 10:00 am at the MCCA offices.