

M.C.C.A.

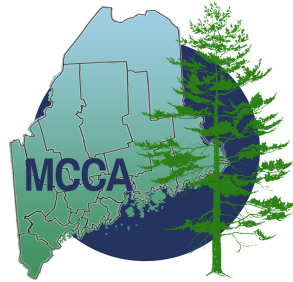
Thomas Coward, President
Cumberland County

Amy Fowler, Vice President
Waldo County

William Blodgett, Secretary-Treasurer
Lincoln County

Charles Pray
Executive Director

Lauren Haven
Office Manager



Maine County Commissioners Association

4 Gabriel Drive, Suite 2
Augusta, ME 04330
207-623-4697
www.mainecounties.org

MAINE COUNTY COMMISSIONERS ASSOCIATION

MCCA Board of Directors' Meeting

February 13, 2019 at 10:00 am

MCCA Offices in Augusta

Agenda

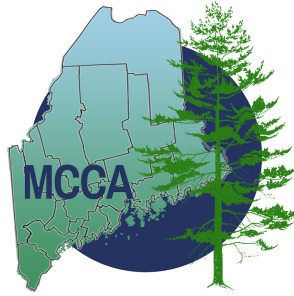
- I. Call to Order, Introductions, Attendance & Pledge of Allegiance
- II. Approval of/Additions to the Agenda
- III. Approval of January 9, 2019 Meeting Minutes
- IV. County Government Day April 11th Proclamation
- V. Reports
 - A. Executive Director Report and Legislation Discussion
 - B. Financial Reports
 - C. Association Reports
 - D. Annual Convention Report
 - E. NACo Report
- VI. Other Business
- VII. Adjournment

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MCCA General Membership Meeting Minutes

Senator Inn & Spa, January 9, 2019

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

President Thomas Coward called the meeting to order at approximately 10:05 a.m. following the MCCA Risk Pool meeting. Attendees recited the Pledge of Allegiance and all present introduced themselves.

DIRECTORS PRESENT: *Aroostook* – Comm. Norman Fournier; *Cumberland* – Comm. Thomas Coward; *Hancock* – Admin. Scott Adkins proxy for Comm. William Clark; *Kennebec* – Comm. George Jabar; *Knox* – Comm. Sharyn Pohlman; *Lincoln* – Comm. William Blodgett; *Penobscot* – Comm. Peter Baldacci; *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; *Kennebec* – Comm. Nancy Rines and Admin. Bob Devlin; *Lincoln* – Admin. Carrie Kipfer; *Penobscot* – Admin. Bill Collins; *Sagadahoc* – Admin. Pamela Hile; *Somerset* – Admin. Dawn DiBlasi; *York* – Comm. Al Sicard; *MARP* – Registrar Kathleen Ayers; and *MSA* – Sheriff Ken Mason.

DIRECTORS ABSENT: *Androscoggin* – Comm. Noel Madore; *Hancock* – Comm. William Clark; *Oxford* – Comm. Steven Merrill; *Piscataquis* – Comm. James Annis.

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

II. Approval of/Additions to the Agenda

Comm. Fowler moved and Comm. Gardner seconded approving the agenda with no additions. The motion was approved unanimously.

III. Approval of December 12, 2018 Board of Directors' Meeting Minutes

Comm. Fournier moved to approve the minutes from the Board of Directors' meeting on December 12, 2018 with no revisions. Comm. Cote seconded the motion and it passed unanimously.

IV. President's Report

President Tom Coward reported on the activities, progress and accomplishments of 2018 including the Newly Elected Official Training. He highlighted some of the many differences between counties, their features and statistics, explaining 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 2018 with State support of county jail funding.

V. Approval of 2019 MCCA Directors

The group reviewed the proposed list. Comm. Fowler made a motion to approve the nominations as submitted. The motion was seconded by Comm. Baldacci and it was approved unanimously. Therefore the 2019 Board of Directors is as follows:

Androscoggin	Commissioner John Butler; proxy Admin. Larry Post
Aroostook	Commissioner Norman Fournier; proxy Comm. Paul Underwood
Cumberland	Commissioner Thomas Coward; proxy Comm. Stephen Gorden
Hancock	Commissioner William Clark; proxy Scott Adkins
Kennebec	Commissioner George Jabar; proxy Bob Devlin
Knox	Commissioner Sharyn Pohlman; proxy Andrew Hart
Lincoln	Commissioner William Blodgett; proxy Carrie Kipfer
Oxford	Commissioner Steven Merrill; proxy Tom Winsor
Penobscot	Commissioner Peter Baldacci; proxy Bill Collins
Piscataquis	Commissioner James Annis; proxy Tom Lizotte
Sagadahoc	Commissioner Brian Hobart; proxy Pam Hile
Somerset	Commissioner Newell Graf; proxy Dawn DiBlasi
Waldo	Commissioner Amy Fowler; proxy Comm. Betty Johnson
Washington	Commissioner Christopher Gardner; proxy Betsy Fitzgerald
York	Commissioner Michael Cote; proxy Gregory Zinser

VI. Nomination and Election of MCCA Officers

The Nominating Committee comprised of Comm. Norman Fournier, and Comm. Baldacci met to deliberate about the 2019 slate of officers. Comm. Blodgett was not able to attend the meeting. Comm. Fournier, representing the Committee, made a motion to nominate and Comm. Thomas Coward as President, Comm. Amy Fowler as Vice President and Comm. William Blodgett as Secretary-Treasurer. Comm. Gardner seconded the motion and it passed with a unanimous vote.

VII. Appointment of MCCA Legislative Policy Committee Members

President Tom Coward invited interested Board members to join the Legislative Policy Committee. All are welcome to attend and participate in conference calls which occur as needed during the legislative session. Executive Director Charles Pray will ensure new members are added to his distribution list for details about future calls and meetings.

VIII. 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. President Coward requested he put together a one-page synopsis to remind county folks what is available to them. Office Manager Lauren Haven said there should be something similar on the NACo page of the MCCA website. *Commissioner Gardner moved and Comm. Jabar seconded re-nominating Comm. Baldacci and Comm. Fowler as MCCA's two NACo representatives. The motion was unanimously approved.*

IX. Approval of MCCA 2018 Budget Line Item Transfers

Comm. Norm Fournier, representing the Budget and Finance Committee gave a brief overview of the recommended line item transfers to close out the 2018 budget. The group reviewed the list of proposed transfers. *Commissioner Gardner moved and Comm. Fowler seconded approving the list with no changes. The motion was approved.*

X. Approval of the MCCA 2019 Budget

Comm. Fournier, again 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 in which no changes were made after the December Board of Directors' meeting. The group reviewed the revised draft discussing in particular, the formula for membership dues and the Risk Pool assessment. After this discussion, *Commissioner Fowler moved and Comm. Baldacci seconded approving the budget with no further changes. The motion was approved with one abstention.*

XI. Reports

A. Executive Director and Legislative Report

Executive Director Charles Pray gave a status report of MCCA activities and the commencement of the 129th Maine Legislature. Governor Mills has nominated Randy Liberty as Commissioner for the Department of Corrections. This pick decision weighs in our favor as he has a county background with a good understanding of the challenges faced by county government. The group discussed the other items on Executive Director report by Charles Pray particularly in reference to new legislation, placeholder bills, and county jail funding.

B. Financial Reports

Office Manager Lauren Haven presented the December financial reports. She reiterated the tightness of the 2018 budget and the group talked about researching long-term funding solutions with consideration to the dwindling money market account. Lauren invited questions about the reports. Hearing none, *Comm. Fowler moved and Comm. Cote seconded approving the financial reports. The motion was passed with no opposition.*

C. Professionalism in Management Committee

Comm. Mike Cote reported on the success of the Newly Elected Official Training Day in December. Approximately thirty people participated in spite of winter weather conditions. Attendees appreciated the opportunity for this specialized education, and it's expected MCCA will continue to offer it in the future.

D. Association Reports

MACCAM: Admin. Bill Collins reported the association planned to meet on Friday, January 11th. They continued to work with the jail budget numbers with assistance from Admin. Bob Devlin.

MARP: Kennebec County Register Kathy Ayers reported on the implementation of the many intricate and involved changes in the probate code goes into effect in July. The extent of the impact has yet to be determined, however, an immediate concern would be a fee shift and new expenditures necessary to comply with the law. Many of the forms being used will need to be updated as well as computer system changes and training. All of these changes are considered unfunded mandates. The association planned to meet with the probate judges on January 25th to work together to achieve uniformity as they proceed with these changes. Ms. Ayers promised to keep MCCA in the loop as new legislation is developed.

MSA: Sheriff Ken Mason reported members of the Maine Sheriffs Association planned to stand shoulder to shoulder with commissioners and other county representatives to help change Maine laws for the betterment of all counties.

E. Annual Convention Report

Office Manager Lauren Haven reported the Convention Planning Committee met on Friday, December 7th to work on the details for the 2019 event. The next meeting was scheduled for Friday, January 11th at the MCCA offices. The meeting minutes for the December meeting were included in the agenda packet. She reported good progress was being made and they were looking into funding for a special keynote speaker.

F. NACo Report

The upcoming NACo Legislative Conference will bring together over 1,500 elected and appointed county officials to focus on federal policy issues that impact counties and residents. Maine representatives will have an opportunity to participate in educational sessions, interact with federal officials and attend congressional briefings and meetings. This event is scheduled for March 2 through March 6, 2019.

XIII. Other Business

The group discussed counties opting to join the opioid multi-county action suit.

XIV. Adjournment

President Thomas Coward invited a motion to adjourn at approximately 11:50 p.m. Comm. Fowler made the motion seconded by Comm.Cote, and the motion was unanimously approved. The group adjourned to lunch.

Respectfully submitted,

MCCA Office Manager, Lauren Haven

Attested:

MCCA Secretary-Treasurer

NOTE: The meeting was followed by a luncheon including presentations by Maine Speaker of the House Sara Gideon and Senate President Troy Jackson.

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National County Government Month

April 2019

Maine County Government Day

April 11, 2019

“Connecting the Unconnected”

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

WHEREAS, through National Association of Counties President Greg Cox’s “Connecting the Unconnected” initiative, NACo is demonstrating how counties deliver “people-centered” services to our residents nationwide; 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

WHEREAS, Maine County Commissioners Association and Maine counties now, therefore, be it resolved that I, Thomas S. Coward, President of MCCA and County Commissioner of Cumberland County, do hereby proclaim April 2019 as National County Government Month, Maine County Government Day as April 11th 2019, and encourage all county officials, employees, schools and residents to participate in county government celebration activities.



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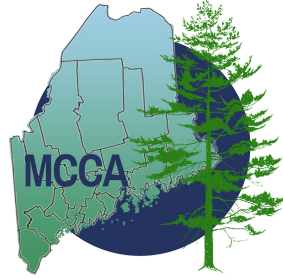
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Executive Director's Report

February 13, 2019

Director's Report

Mills' Administration:

Last Wednesday Bob Devlin and I met with Jane Boyden, who on behalf of Commissioner Figueroa, Department of Administrative & Financial Services, had called late Tuesday asking if I could meet the following morning so she could better inform the Commissioner and the budget team an understanding of the Budget Request we had submitted for Jail Funding for Governor Mills' biennium budget, which will have been released by the time we meet.

We walked her through the informational sheet we presented to the Legislature showing the funding and revenue sources and provided a brief history of the last decade with a briefer referencing to several older decadal changes, outreaches and on-going conversations the Court and other players in addressing the mix of those in incarceration easing the State prison system to mental health and drug addictions – providing a larger overview - Counties are serving the State in a larger arena than just housing lessor criminal inmates.

Correction Commissioner Randall Liberty, we have asked for a similar opportunity for a meeting in providing MCCA's budgeting request. From several Sheriffs they have either as individuals, or several in a group, have had conversations with him expressing MCCA's continue on-going efforts to provide effective and efficient services in the greater State's corrections process and need.

FY2019-20, 2020-21 Budgets

As noted above, Governor Mills will have released her budget before we meet this month with her addressing the Legislature on Monday, the 11th. I previously noted we've submitted a budget line request of \$36.6 million for the biennium, \$18.3 million for each year, as a holding figure until Counties can provide more accurately hard figures through MACCAM, which Kennebec County Administrator Bob Delvin has been spear heading.

The gathering of and presentation of the County Jail budgets data MACCAM presented last year was extremely helpful in showing Legislators not only the larger State-wide impact but how their own Counties figured into the overall mix benefited us, MCCA, MACCAM and the MSA in conversations

in the State House. It will be helpful if we remain consistent in our format for Legislators to better see and understand the information we provide them in presenting our case for the State's partnership in covering the services the Counties provide both the State and our citizens therein.

Individual counties have already been holding legislative delegation meetings, Cumberland just last Friday and non-member Franklin a few weeks ago. I do need to say, the Franklin County meeting, at least as reported, if accurate, did have some misrepresentation of part of the problems of jail funding being a bit of a skirmish between counties (the article is attached).

The 129th Maine Legislature:

Legislative Leadership

HOUSE

SENATE

Speaker: Rep. Sara Gideon, Freeport (Cumberland)

President: Senator Troy Jackson, (Aroostook)

Majority Leader: Matt Moonen, Portland (Cumberland)

Majority Leader: Senator Nate Libby (Androscoggin)

Asst. Majority Leader: Ryan Fecteau, Biddeford (York)

Asst. Majority Leader: Eloise Vitelli, (Sagadahoc)

Minority Leader: Kathleen Dillingham, Oxford (Oxford)

Min. Leader: Sen. Dana Dow, Waldoboro (Sagadahoc)

Asst. Min. Leader: Trey Stewart, Presque Isle (Aroostook)

Asst. Minority Leader Jeff Timberlake

Criminal Justice & Public Safety Committee

Rep. Charlotte Warren, Hallowell, (Kennebec) < Chairs > Senator Susan Deschambault, (York)

Rep. Pinny Beebe-Center, Rockland, (Knox)

Senator Michael Carpenter, (Aroostook)

Rep. Janice Cooper, Yarmouth, (Cumberland)

Senator Kimberley Rosen, (Hancock)

Rep. Patrick Corey, Windham, (Cumberland)

Rep. Danny Costain, Plymouth, (Penobscot)

Aroostook (2) Androscoggin (1) Knox (1)

Rep. Lois Galgay Reckitt, South Portland, (Cumberland)

Cumberland (4) Hancock (1) Kennebec (1)

Rep. Chris Johansen, Monticello, (Aroostook)

Penobscot (1) Oxford (1) York (1)

Rep. Victoria Morales, South Portland, (Cumberland)

Rep. Richard Pickett, Dixfield, (Oxford)

Rep. Braden Sharpe, Durham, (Androscoggin)

Judiciary

Rep. Donna Bailey, Saco, (York))

< Chairs > Senator Michael Carpenter, (Aroostook)

Rep. Christopher Babbidge, Kennebunk, (York)

Senator Shenna Bellows, (Kennebec)

Rep. Richard Bradstreet, Vassalboro, (Kennebec)

Senator Lisa Keim, (Oxford)

Rep. Barbara Cardone, Bangor, (Penobscot)

Rep. John DeVeau, Caribou, (Aroostook)

Rep. Jeffrey Evangelos, Friendship, (Knox)

Rep. Lois Galgay Reckitt, South Portland, (Cumberland)

Rep. David Haggan, Hampden, (Penobscot)

Rep. Thom Harnett, Gardner, (Kennebec)

Rep. Rachel Talbot Ross, Portland (Cumberland)

Appropriations & Financial Affairs

Rep. Drew Gattine, Westbrook, (Cumberland) < Chairs > Senator Cathy Breen, Chair, (Cumberland)

Rep. Amy Arata, New Gloucester, (Cumberland)

Senator James Hamper, (Oxford)

Rep. Michelle Dunphy, Old Town, (Penobscot)

Senator Linda Sanborn, (Cumberland)

Rep. Brian Hubbell, Bar Harbor, (Hancock)

Rep. Erik Jorgensen, Portland, (Cumberland)

Rep. Dennis Keschl, Belgrade, (Kennebec)

Rep. John Martin, Eagle Lake, (Aroostook)

Rep. Sawin Millett, Waterford, (Oxford)

Rep. Teresa Pierce, Falmouth, (Cumberland)

Rep. Nathan Wadsworth, Hiram, (Oxford)

I have had direct conversation with Criminal Justice & Public Safety Committee chair, Rep. Warren, of Hallowell, (Kennebec) and received an email back from Senator Deschambault, of York, of having the Committee scheduling a day/ an afternoon where we, Counties, would be afforded an opportunity to present an overview of operating our jails and the process of meeting the funding requirements and options in covering those demands. These were loose conversations, talks continue to how large of a scope, how it (or they) may occur, as well as when is ongoing, a work in progress. *

Senator Breen attended the MSA Roundtable discussion last month with the Chief Justice and the Court system which we participated in as well, and Rep. Gattine, Senator Breen's Appropriations Committee co-chair, has been receptive anytime I have had conversations with him last year, which have continued after the session last fall and into the start of the current session.

I am seeking a new champion on the Appropriations Committee. With former Bangor Representative Aaron Frey being elected Maine's Attorney General we lost not only an individual who understood and appreciated the whole complexity of jail operations, having served on the Board of Correction and of courses, being on Appropriations, understood the roll of funding the breath of programs government needs to fund as well as the ones individuals want to fund.

Legislative Submitted Proposals

An Act to Properly Fund County Facilities Incarcerating Individuals Pending State Court Action (as a Concept Draft)

An Act Requiring the State to Fund 20.25 Percent County Jails and Holding Facilities

An Act to Amend Funding Limitation on Incarcerating Facilities Operated by Counties (Tax Cap)

An Act to Provide the Office of Substance Abuse & Mental Health Services Funds to Provide Services to Maine County Correctional Facilities: (establishes AMHS responsibility for Drug Treatment, Rehabilitation and treatment of individuals with mental illness being held in Correctional facilities)

An Act to Expand Medicaid Coverage for Individuals Incarcerated in Maine Facilities

An Act Requiring Maine Department of Correction to fully fund County Jails for individuals sentenced to County Jails for all Sentencing exceeding Six months and Individual Held for Parole Violations

A Resolve to Establish a Bond to Establish the Maine County Correctional Facilities Revolving Construction and Improvement Bond Fund: This resolve would establish a \$100 Bond Fund, Counties, if they so choose, could draw from to construct, repair or upgrade correctional facilities. The Debt will be the obligation of the County utilizing the Funds. There would be a Board establish to approve access which would include the State Treasurer or a representative, the Commissioner of DAFS or a representative, two County Commissioners named by the Maine County Commissioner Association or their representative, Two Maine Sheriffs named by the Mainer Sheriffs Association and (?)

Maine Sheriffs Association: The Maine Sheriffs Association's Roundtable follow-up: Nothing to report as of this time. The MSA hosted their Legislative Breakfast January 17th.

Maine National Alliance on Mental Illness: Executive Director Jenna Mehnert still seeks a workshop focusing on mental health and hopes the MSA and MCCA would participate. NAMAI is working with individual jails on a program, Stepping Up: Reducing Recidivism for People with Mental Illness, across the State.

Maine Municipal Association: As a Town Councilor, I, as a member of the MMA's Legislative Review Committee participated in their meeting reviewing Legislation. We had a few issues that overlapped where we differed and where we agreed. Examples, we differed on law enforcement taking blood samples at fatal automobile crashes, but agreed on another Bill dealing with Road Posting.

NACo: I will be attending the NACo Conference in Washington, DC March 2 to the 6th.

MAINE COUNTY COMMISSIONERS ASSOCIATION

January 2019 Financial Report

Attached please find the financial reports for the month of January 2019. The Balance Sheet shows total assets and liabilities at \$198,608.80. This amount includes \$22,430 from the money market account for MainePERS employer contributions.

Debits to the bank account in January totaled \$22,430.55, and receipts of \$2,402.84 were credited to the account. The debits were from normal operating expenses during the month, and a few expenses left over from December. As the 2019 budget didn't plan for Elected Official Training expenses, funds were used from "Other Meetings" for event space and also \$500 from "Professional Services" for Gene Libby Tim O'Brien's presentation.

The deposits consisted of payments for the Elected Official Training, ads for the 2019 Directory and NACo endorsements. The *Profit & Loss Budget vs. Actual* report shows membership dues in the amount of \$141,043 although not all of these funds have been received, the invoices have been generated and sent, therefore QuickBooks reflects the payments are expected. Also please note we exceeded the budget goal of \$3,000 in Directory ad revenue by \$550.

The general fund checking account balance as of January 31 was \$35,235.70 as some transactions had not yet cleared. With 8% of the year elapsed, 56% of the \$257,062 budgeted revenue will have been received when all invoiced payments have been posted. On the expenditure side, \$21,857 or approximately 9% had been expended year-to-date.

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 13, 2019

Charles Pray, Executive Director

Thomas Coward, President

Amy Fowler, Vice-President

William Blodgett, Secretary-Treasurer

Maine County Commissioners Association
Reconciliation Summary
Money Market Account, Period Ending 01/22/19

	January 2019
Beginning Balance	22,429.47
Cleared Transactions	
Deposits and Credits - 1 item	1.08
Total Cleared Transactions	1.08
Cleared Balance	22,430.55
Register Balance as of 01/22/19	22,430.55
Ending Balance	22,430.55

Maine County Commissioners Association
Reconciliation Summary
MCCA Checking-Savings Bank, Period Endi

	January 2019
Beginning Balance	55,184.31
Cleared Transactions	
Checks and Payments - 17 items	-22,351.45
Deposits and Credits - 6 items	2,402.84
Total Cleared Transactions	-19,948.61
Cleared Balance	35,235.70
Uncleared Transactions	
Checks and Payments - 7 items	-5,945.72
Total Uncleared Transactions	-5,945.72
Register Balance as of 01/31/19	29,289.98
New Transactions	
Deposits and Credits - 2 items	28,908.61
Total New Transactions	28,908.61
Ending Balance	58,198.59

Maine County Commissioners Association

Reconciliation Detail

MCCA Checking-Savings Bank, Period Ending 01/31/19

	Type	Date	Name	Amount	Balance
Beginning Balance					55,184.31
Cleared Transactions					
Checks and Payments - 17 items					
	Bill Pmt -Check	12/21	Penobscot County Treasurer	-1,804.47	-1,804.47
	Bill Pmt -Check	12/21	Maine Farm Bureau	-1,497.17	-3,301.64
	Bill Pmt -Check	12/21	US Bank	-288.80	-3,590.44
	Bill Pmt -Check	1/4	Bangor Payroll	-2,416.49	-6,006.93
	Bill Pmt -Check	1/11	Bangor Payroll	-2,416.49	-8,423.42
	Bill Pmt -Check	1/14	The Senator Inn & Spa	-1,015.80	-9,439.22
	Bill Pmt -Check	1/14	Libby O'Brien Kingsley & Champion, LLC	-1,000.00	-10,439.22
	Bill Pmt -Check	1/14	MainePERS	-713.12	-11,152.34
	Bill Pmt -Check	1/14	Maine Municipal Association	-600.00	-11,752.34
	Bill Pmt -Check	1/14	Transco Business Technologies	-536.44	-12,288.78
	Bill Pmt -Check	1/14	Spectrum Business/TWC	-169.55	-12,458.33
	Bill Pmt -Check	1/14	Capitol Computers	-125.00	-12,583.33
	Bill Pmt -Check	1/14	Liberty Mutual Insurance	-56.83	-12,640.16
	Bill Pmt -Check	1/18	Bangor Payroll	-2,416.49	-15,056.65
	Bill Pmt -Check	1/25	Bangor Payroll	-4,718.74	-19,775.39
	Bill Pmt -Check	1/29	Haven, Lauren	-132.91	-19,908.30
	Bill Pmt -Check	1/31	Bangor Payroll	-2,443.15	-22,351.45
Total Checks and Payments				-22,351.45	-22,351.45
Deposits and Credits - 6 items					
	Deposit	1/2		1,440.80	1,440.80
	Deposit	1/3		175.00	1,615.80
	Deposit	1/11	Square	399.65	2,015.45
	Deposit	1/18	NACo	135.45	2,150.90
	Payment	1/25	Acadia Benefits	250.00	2,400.90
	Deposit	1/31		1.94	2,402.84
Total Deposits and Credits				2,402.84	2,402.84
Total Cleared Transactions				-19,948.61	-19,948.61
Cleared Balance				-19,948.61	35,235.70
Uncleared Transactions					
Checks and Payments - 7 items					
	Bill Pmt -Check	3/27	Maine Farm Bureau	-1,497.17	-1,497.17
	Bill Pmt -Check	4/25	Maine Farm Bureau	-1,497.17	-2,994.34
	Bill Pmt -Check	12/7	State of Maine-Hall of Flags	-100.00	-3,094.34
	Bill Pmt -Check	1/29	Maine Farm Bureau	-1,497.17	-4,591.51
	Bill Pmt -Check	1/29	The Senator Inn & Spa	-999.60	-5,591.11
	Bill Pmt -Check	1/29	US Bank	-296.75	-5,887.86
	Bill Pmt -Check	1/29	Staples Credit Plan	-57.86	-5,945.72
Total Checks and Payments				-5,945.72	-5,945.72
Total Uncleared Transactions				-5,945.72	-5,945.72
Register Balance as of 01/31/19				-25,894.33	29,289.98
New Transactions					
Deposits and Credits - 2 items					
	Deposit	2/1		700.00	700.00
	Deposit	2/4		28,208.61	28,908.61
Total Deposits and Credits				28,908.61	28,908.61
Total New Transactions				28,908.61	28,908.61
Ending Balance				3,014.28	58,198.59

Maine County Commissioners Association
Balance Sheet (accrual)
As of January 31, 2019

	<u>January 2019</u>
ASSETS	
Current Assets	
Checking/Savings	
MCCA Checking-Savings Bank	29,289.98
Money Market Account	22,430.55
Petty Cash Account	200.00
Total Checking/Savings	<u>51,920.53</u>
Accounts Receivable	
Receivables	141,276.27
Total Accounts Receivable	<u>141,276.27</u>
Total Current Assets	193,196.80
Fixed Assets	
RLB0019 · Accumulated Depreciation	-2,912.00
RLB0028 · Equipment	6,660.00
RLB0030 · Depreciation	1,664.00
Total Fixed Assets	<u>5,412.00</u>
TOTAL ASSETS	<u><u>198,608.80</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
1000-00 · Employee Health Insurance Contr	1,090.57
1010-00 · MainePERS Employee Contribution	309.30
RLB0032 · Accrued Vacation	820.90
Total Other Current Liabilities	<u>2,220.77</u>
Total Current Liabilities	<u>2,220.77</u>
Total Liabilities	2,220.77
Equity	
3020-00 · Fund Balance to Current Yr Inc	-141,282.00
3030-00 · Earnings	215,380.42
Net Income	122,289.61
Total Equity	<u>196,388.03</u>
TOTAL LIABILITIES & EQUITY	<u><u>198,608.80</u></u>

Maine County Commissioners Association **Profit & Loss Budget vs. Actual**

January 2019

Accrual Basis

	January 2019	2019 Budget	\$ Over Budget	% of Budget
Income				
4100-00 · Convention Income				
4110-00 · Plaques		400	-400	
4120-00 · Registration		22,000	-22,000	
4130-00 · Sponsorship		9,000	-9,000	
4140-00 · Vendor		11,500	-11,500	
Total 4100-00 · Convention Income		42,900	-42,900	
4300-00 · Dues	141,043	141,043		100%
4400-00 · Other Income	3,101	7,500	-4,399	41%
4500-00 · NACo Roster		500	-500	
4600-00 · MCCA Risk Pool Assessment		27,038	-27,038	
4800-00 · MainePERS Surplus Funds		9,997	-9,997	
4810-00 · Interest Earned	3	100	-97	3%
4920-00 · Transfer in from Fund Balance		27,985	-27,985	
Total Income	144,147	257,063	-112,916	56%
Gross Profit	144,147	257,063	-112,916	56%
Expense				
5000-00 · Payroll Expenses				
5020-00 · Payroll Fees	178	2,000	-1,822	9%
5030-00 · FICA	943	9,897	-8,954	10%
5040-00 · MainePERS Contributions	713	9,997	-9,284	7%
5050-00 · Salary-Office Manager	4,958	49,574	-44,616	10%
5060-00 · Salary-Executive Director	7,600	81,332	-73,732	9%
Total 5000-00 · Payroll Expenses	14,392	152,800	-138,408	9%
5100-00 · Insurance				
5110-00 · Health Insurance	977	11,752	-10,775	8%
5120-00 · Commercial, Crime, D&O Ins	57	2,050	-1,993	3%
5130-00 · Workers Comp		564	-564	
5140-00 · Unemployment Comp Ins		450	-450	
Total 5100-00 · Insurance	1,034	14,816	-13,782	7%
6010-00 · Prof. Services				
6012-00 · Prof Services - Legal Services	500	500		100%
6013-00 · Financial Audit		3,000	-3,000	
Total 6010-00 · Prof. Services	500	3,500	-3,000	14%
6030-00 · Lobbying				
6031-00 · Lobbying Reg		200	-200	
Total 6030-00 · Lobbying		200	-200	
6040-00 · NACO Expenses				
6041-00 · Conferences		8,620	-8,620	

Accrual Basis

	January 2019	2019 Budget	\$ Over Budget	% of Budget
Total 6040-00 · NACO Expenses		8,620	-8,620	
6050-00 · Education and Training		600	-600	
6100-00 · Bank Charges		50	-50	
6110-00 · Convention Expense				
6113-00 · Entertainment/Speakers		2,500	-2,500	
6114-00 · MCCA Staff Registration Expense		1,100	-1,100	
6118-00 · Meeting Exp.		30,000	-30,000	
6121-00 · Supplies		500	-500	
6124-00 · Commissioner Retirement Plaques		400	-400	
Total 6110-00 · Convention Expense		34,500	-34,500	
6140-00 · Copies-Printing				
6142-00 · Directory		100	-100	
Total 6140-00 · Copies-Printing		100	-100	
6145-00 · Dues Expense	600	1,400	-800	43%
6150-00 · Equipment - Office				
6151-00 · Computer Hardware & Software		250	-250	
6152-00 · IT Services	125	1,700	-1,575	7%
6153-00 · Photocopier Lease	297	3,696	-3,399	8%
6154-00 · Printer & Supplies	536	1,000	-464	54%
6156-00 · Other		400	-400	
Total 6150-00 · Equipment - Office	958	7,046	-6,088	14%
6160-00 · Fees		100	-100	
6170-00 · Meeting Expense				
6171-00 · Annual Meeting	1,015	2,000	-985	51%
6173-00 · Monthly		3,000	-3,000	
6175-00 · Meetings - Other	1,500	1,500		100%
Total 6170-00 · Meeting Expense	2,515	6,500	-3,985	39%
6180-00 · Mileage & Travel Expense		600	-600	
6195-00 · Office Space Rental	1,497	19,000	-17,503	8%
6215-00 · Postage-Shipping	50	250	-200	20%
6230-00 · Advertising		250	-250	
6235-00 · Supplies	66	2,000	-1,934	3%
6240-00 · Telephone, Fax & Internet				
6241-00 · Cell Phone	75	1,830	-1,755	4%
6243-00 · Phone, Fax & Internet	170	2,200	-2,030	8%
Total 6240-00 · Telephone, Fax & Internet	245	4,030	-3,785	6%
6250-00 · Website		200	-200	
6260-00 · Contingency		500	-500	
Total Expense	21,857	257,062	-235,205	9%
Net Income	122,290		122,290	100%

Maine County Commissioners Association
Expenses by Vendor Detail
January 2019

Bangor Payroll

Type	Date	Memo	Account	Amount	Balance
Bill	1/4	Office Managers Salary	5050-00 · Salary-Office Manager	922.13	922.13
Bill	1/4	Taxes	5030-00 · FICA	183.19	1,105.32
Bill	1/4	Processing fee	5020-00 · Payroll Fees	34.00	1,139.32
Bill	1/4	ED Salary	5060-00 · Salary-Executive Director	1,520.00	2,659.32
Bill	1/11	Office Managers Salary	5050-00 · Salary-Office Manager	922.13	3,581.45
Bill	1/11	Taxes	5030-00 · FICA	183.19	3,764.64
Bill	1/11	Processing fee	5020-00 · Payroll Fees	34.00	3,798.64
Bill	1/11	ED Salary	5060-00 · Salary-Executive Director	1,520.00	5,318.64
Bill	1/18	Office Managers Salary	5050-00 · Salary-Office Manager	922.13	6,240.77
Bill	1/18	Taxes	5030-00 · FICA	183.19	6,423.96
Bill	1/18	Processing fee	5020-00 · Payroll Fees	34.00	6,457.96
Bill	1/18	ED Salary	5060-00 · Salary-Executive Director	1,520.00	7,977.96
Bill	1/25	Office Managers Salary	5050-00 · Salary-Office Manager	1,243.13	9,221.09
Bill	1/25	Taxes	5030-00 · FICA	207.75	9,428.84
Bill	1/25	Processing fee	5020-00 · Payroll Fees	42.00	9,470.84
Bill	1/25	ER Health Insurance Contrib	5110-00 · Health Insurance	977.37	10,448.21
Bill	1/25	Payroll for week 1/14 to 1/20/19	5060-00 · Salary-Executive Director	1,520.00	11,968.21
Bill	1/31	Office Managers Salary	5050-00 · Salary-Office Manager	948.88	12,917.09
Bill	1/31	Taxes	5030-00 · FICA	185.24	13,102.33
Bill	1/31	Processing fee	5020-00 · Payroll Fees	34.00	13,136.33
Bill	1/31	ED Salary	5060-00 · Salary-Executive Director	1,520.00	14,656.33
Total Bangor Payroll				14,656.33	14,656.33
Capitol Computers					
Total Capitol Computers				125.00	125.00
Cumberland County					
Total Cumberland County				-25.00	-25.00
Haven, Lauren					
Total Haven, Lauren				50.00	50.00
Total Haven, Lauren				7.91	57.91
Total Haven, Lauren				75.00	132.91
Total Haven, Lauren				132.91	132.91

Libby O'Brien Kingsley & Champion, LLC

**Total Libby O'Brien Kingsley & Champion, LLC
Liberty Mutual Insurance**

**Total Liberty Mutual Insurance
Maine Farm Bureau**

**Total Maine Farm Bureau
Maine Municipal Association**

**Total Maine Municipal Association
MainePERS**

**Total MainePERS
NACo**

**Total NACo
Spectrum Business/TWC**

Total Spectrum Business/TWC

**Staples Credit Plan
Total Staples Credit Plan
The Senator Inn & Spa**

**Total The Senator Inn & Spa
Transco Business Technologies**

Total Transco Business Technologies

**US Bank
Total US Bank**

TOTAL

Type	Date	Memo	Account	Amount	Balance
Bill	1/14	Elected Official Training	6175-00 · Meetings - Other	500.00	500.00
Bill	1/14	Prof. Legal Svc	6012-00 · Prof Services - Legal Services	500.00	1,000.00
				1,000.00	1,000.00
Bill	1/14		5120-00 · Commercial, Crime, D&O Ins	56.83	56.83
				56.83	56.83
Bill	1/29	Printed by MCCA	6195-00 · Office Space Rental	1,497.17	1,497.17
				1,497.17	1,497.17
Bill	1/14		6145-00 · Dues Expense	600.00	600.00
				600.00	600.00
Bill	1/14		5040-00 · MainePERS Contributions	713.12	713.12
				713.12	713.12
Deposit	1/18	2007 NCCAE Dues	4400-00 · Other Income	-135.45	-135.45
				-135.45	-135.45
Bill	1/14		6243-00 · Phone, Fax & Internet	169.55	169.55
				169.55	169.55
Bill	1/29		6235-00 · Supplies	57.86	57.86
				57.86	57.86
Bill	1/14	NEO Training	6175-00 · Meetings - Other	1,000.00	1,000.00
Bill	1/14		6171-00 · Annual Meeting	15.80	1,015.80
Bill	1/29		6171-00 · Annual Meeting	999.60	2,015.40
				2,015.40	2,015.40
Bill	1/14		6154-00 · Printer & Supplies	536.44	536.44
				536.44	536.44
Bill	1/29		6153-00 · Photocopier Lease	296.75	296.75
				296.75	296.75
				21,696.91	21,696.91

Maine County Commissioners Association Transaction Detail by Account

January 2019

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MCCA Checking-Savings Bank

Date	Name	Memo	Amount	Balance
1/2		Deposit	1,440.80	1,440.80
1/3		Deposit	175.00	1,615.80
1/4	Bangor Payroll	Payroll for week 12/24 to 12/30/18	-2,416.49	-800.69
1/11	Bangor Payroll	Payroll for week 12/31 to 1/6/19	-2,416.49	-3,217.18
1/11	Square	Deposit	399.65	-2,817.53
1/14	MainePERS		-713.12	-3,530.65
1/14	Liberty Mutual Insurance		-56.83	-3,587.48
1/14	Maine Municipal Association		-600.00	-4,187.48
1/14	Capitol Computers		-125.00	-4,312.48
1/14	Transco Business Technologies		-536.44	-4,848.92
1/14	Libby O'Brien Kingsley & Champion, LLC		-1,000.00	-5,848.92
1/14	The Senator Inn & Spa		-1,015.80	-6,864.72
1/14	Spectrum Business/TWC		-169.55	-7,034.27
1/18	Bangor Payroll	Payroll for week 1/7 to 1/13/19	-2,416.49	-9,450.76
1/18	NACo	2007 NCCAE Dues	135.45	-9,315.31
1/25	Acadia Benefits		250.00	-9,065.31
1/25	Bangor Payroll	Payroll for week 1/14 to 1/20/19	-4,718.74	-13,784.05
1/29	US Bank		-296.75	-14,080.80
1/29	Staples Credit Plan		-57.86	-14,138.66
1/29	The Senator Inn & Spa		-999.60	-15,138.26
1/29	Maine Farm Bureau	Printed by MCCA	-1,497.17	-16,635.43
1/29	Haven, Lauren		-132.91	-16,768.34
1/31	Bangor Payroll	Payroll for week 1/21 to 1/27/19	-2,443.15	-19,211.49
1/31		Interest	1.94	-19,209.55
			-19,209.55	-19,209.55
1/18		Interest	1.08	1.08
			1.08	1.08
1/24	Androscoggin County		9,402.87	9,402.87
1/24	Aroostook County		9,402.87	18,805.74
1/24	Cumberland County Maine		9,402.87	28,208.61
1/24	Hancock County		9,402.87	37,611.48
1/24	Kennebec County		9,402.87	47,014.35
1/24	Knox County		9,402.87	56,417.22

Total MCCA Checking-Savings Bank
Money Market Account

Total Money Market Account
Receivables

Date	Name	Memo	Amount	Balance
1/24	Lincoln County		9,402.87	65,820.09
1/24	Oxford County		9,402.87	75,222.96
1/24	Penobscot County		9,402.87	84,625.83
1/24	Piscataquis County		9,402.87	94,028.70
1/24	Sagadahoc County		9,402.87	103,431.57
1/24	Somerset County		9,402.87	112,834.44
1/24	Waldo County		9,402.87	122,237.31
1/24	Washington County		9,402.87	131,640.18
1/24	York County		9,402.87	141,043.05
1/25	Acadia Benefits		250.00	141,293.05
1/25	Acadia Benefits		-250.00	141,043.05
1/29	Info Quick Solutions, Inc.		700.00	141,743.05
			141,743.05	141,743.05
1/4	Bangor Payroll	Payroll for week 12/24 to 12/30/18	-2,416.49	-2,416.49
1/4	Bangor Payroll	Payroll for week 12/24 to 12/30/18	2,416.49	0.00
1/11	Bangor Payroll	Payroll for week 12/31 to 1/6/19	-2,416.49	-2,416.49
1/11	Bangor Payroll	Payroll for week 12/31 to 1/6/19	2,416.49	0.00
1/14	Libby O'Brien Kingsley & Champion, LLC		-1,000.00	-1,000.00
1/14	MainePERS		-713.12	-1,713.12
1/14	MainePERS		713.12	-1,000.00
1/14	Liberty Mutual Insurance		-56.83	-1,056.83
1/14	Liberty Mutual Insurance		56.83	-1,000.00
1/14	Maine Municipal Association		-600.00	-1,600.00
1/14	Maine Municipal Association		600.00	-1,000.00
1/14	Capitol Computers		-125.00	-1,125.00
1/14	Capitol Computers		125.00	-1,000.00
1/14	Transco Business Technologies		-536.44	-1,536.44
1/14	Transco Business Technologies		536.44	-1,000.00
1/14	Libby O'Brien Kingsley & Champion, LLC		1,000.00	0.00
1/14	The Senator Inn & Spa		-1,015.80	-1,015.80
1/14	The Senator Inn & Spa		1,015.80	0.00
1/14	Spectrum Business/TWC		-169.55	-169.55
1/14	Spectrum Business/TWC		169.55	0.00
1/18	Bangor Payroll	Payroll for week 1/7 to 1/13/19	-2,416.49	-2,416.49
1/18	Bangor Payroll	Payroll for week 1/7 to 1/13/19	2,416.49	0.00
1/25	Bangor Payroll	Payroll for week 1/14 to 1/20/19	-4,718.74	-4,718.74
1/25	Bangor Payroll	Payroll for week 1/14 to 1/20/19	4,718.74	0.00
1/29	Maine Farm Bureau	Printed by MCCA	-1,497.17	-1,497.17

Total Receivables
Accounts Payable

Date	Name	Memo	Amount	Balance
1/29	US Bank		-296.75	-1,793.92
1/29	Staples Credit Plan		-57.86	-1,851.78
1/29	The Senator Inn & Spa		-999.60	-2,851.38
1/29	Haven, Lauren		-132.91	-2,984.29
1/29	US Bank		296.75	-2,687.54
1/29	Staples Credit Plan		57.86	-2,629.68
1/29	The Senator Inn & Spa		999.60	-1,630.08
1/29	Maine Farm Bureau	Printed by MCCA	1,497.17	-132.91
1/29	Haven, Lauren		132.91	0.00
1/31	Bangor Payroll	Payroll for week 1/21 to 1/27/19	-2,443.15	-2,443.15
1/31	Bangor Payroll	Payroll for week 1/21 to 1/27/19	2,443.15	0.00
			0.00	0.00
Total Accounts Payable				
1000-00 - Employee Health Insurance Contr				
1/4	Bangor Payroll	EE Health Insurance Contributions	-47.46	-47.46
1/11	Bangor Payroll	EE Health Insurance Contributions	-47.46	-94.92
1/18	Bangor Payroll	EE Health Insurance Contributions	-47.46	-142.38
1/25	Bangor Payroll	EE Health Insurance Contributions	189.81	47.43
1/25	Bangor Payroll	EE Health Ins Contrib	-47.43	0.00
1/31	Bangor Payroll	EE Health Insurance Contributions	-47.46	-47.46
			-47.46	-47.46
Total 1000-00 - Employee Health Insurance Contr				
1010-00 - MainePERS Employee Contribution				
1/4	Bangor Payroll	Employee Contribution	-195.37	-195.37
1/11	Bangor Payroll	Employee Contribution	-195.37	-390.74
1/18	Bangor Payroll	Employee Contribution	-195.37	-586.11
1/25	Bangor Payroll	Employee Contribution	-221.05	-807.16
1/25	Bangor Payroll	EE MEPERS Retirement Contributions	807.16	0.00
1/31	Bangor Payroll	Employee Contribution	-197.51	-197.51
			-197.51	-197.51
Total 1010-00 - MainePERS Employee Contribution				
4300-00 - Dues				
1/24	Androscoggin County	MCCA Annual Dues 2019	-9,402.87	-9,402.87
1/24	Aroostook County	MCCA Annual Dues 2019	-9,402.87	-18,805.74
1/24	Cumberland County Maine	MCCA Annual Dues 2019	-9,402.87	-28,208.61
1/24	Hancock County	MCCA Annual Dues 2019	-9,402.87	-37,611.48
1/24	Kennebec County	MCCA Annual Dues 2019	-9,402.87	-47,014.35
1/24	Knox County	MCCA Annual Dues 2019	-9,402.87	-56,417.22
1/24	Lincoln County	MCCA Annual Dues 2019	-9,402.87	-65,820.09
1/24	Oxford County	MCCA Annual Dues 2019	-9,402.87	-75,222.96
1/24	Penobscot County	MCCA Annual Dues 2019	-9,402.87	-84,625.83
1/24	Piscataquis County	MCCA Annual Dues 2019	-9,402.87	-94,028.70

	Date	Name	Memo	Amount	Balance
4400-00 • Other Income	1/24	Sagadahoc County	MCCA Annual Dues 2019	-9,402.87	-103,431.57
	1/24	Somerset County	MCCA Annual Dues 2019	-9,402.87	-112,834.44
	1/24	Waldo County	MCCA Annual Dues 2019	-9,402.87	-122,237.31
	1/24	Washington County	MCCA Annual Dues 2019	-9,402.87	-131,640.18
	1/24	York County	MCCA Annual Dues 2019	-9,402.87	-141,043.05
Total 4300-00 • Dues				-141,043.05	-141,043.05
4810-00 • Interest Earned	1/2	MCCA Risk Management Pool	NEO Training	-1,365.80	-1,365.80
	1/2	Penobscot County	NEO Training	-50.00	-1,415.80
	1/2	Sagadahoc County	NEO Training	-25.00	-1,440.80
	1/3	Knox County	NEO Training	-50.00	-1,490.80
	1/3	York County	NEO Training	-25.00	-1,515.80
	1/3	Hancock County	NEO Training	-25.00	-1,540.80
	1/3	Cumberland County	NEO Training	-25.00	-1,565.80
	1/3	Waldo County	NEO Training	-50.00	-1,615.80
	1/11	Square	Deposit	-399.65	-2,015.45
	1/18	NACo	2007 NCCAE Dues	-135.45	-2,150.90
	1/25	Acadia Benefits	Income from any advertising performed by MCCA	-250.00	-2,400.90
	1/29	Info Quick Solutions, Inc.	Income from any advertising performed by MCCA	-700.00	-3,100.90
				-3,100.90	-3,100.90
5000-00 • Payroll Expenses	1/18		Interest	-1.08	-1.08
	1/31		Interest	-1.94	-3.02
				-3.02	-3.02
5020-00 • Payroll Fees	1/4	Bangor Payroll	Processing fee	34.00	34.00
	1/11	Bangor Payroll	Processing fee	34.00	68.00
	1/18	Bangor Payroll	Processing fee	34.00	102.00
	1/25	Bangor Payroll	Processing fee	42.00	144.00
	1/31	Bangor Payroll	Processing fee	34.00	178.00
Total 5020-00 • Payroll Fees				178.00	178.00
5030-00 • FICA	1/4	Bangor Payroll	Taxes	183.19	183.19
	1/11	Bangor Payroll	Taxes	183.19	366.38
	1/18	Bangor Payroll	Taxes	183.19	549.57
	1/25	Bangor Payroll	Taxes	207.75	757.32
	1/31	Bangor Payroll	Taxes	185.24	942.56
Total 5030-00 • FICA				942.56	942.56

5040-00 · MainePERS Contributions

Total 5040-00 · MainePERS Contributions

5050-00 · Salary-Office Manager

Total 5050-00 · Salary-Office Manager

5060-00 · Salary-Executive Director

Total 5060-00 · Salary-Executive Director

Total 5000-00 · Payroll Expenses

5100-00 · Insurance

5110-00 · Health Insurance

Total 5110-00 · Health Insurance

5120-00 · Commercial, Crime, D&O Ins

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

Total 5100-00 · Insurance

6010-00 · Prof. Services

6012-00 · Prof Services - Legal Services

Total 6012-00 · Prof Services - Legal Services

Total 6010-00 · Prof. Services

6145-00 · Dues Expense

Total 6145-00 · Dues Expense

6150-00 · Equipment - Office

6152-00 · IT Services

Total 6152-00 · IT Services

Date	Name	Memo	Amount	Balance
1/14	MainePERS		713.12	713.12
			713.12	713.12
1/4	Bangor Payroll	Office Managers Salary	922.13	922.13
1/11	Bangor Payroll	Office Managers Salary	922.13	1,844.26
1/18	Bangor Payroll	Office Managers Salary	922.13	2,766.39
1/25	Bangor Payroll	Office Managers Salary	1,243.13	4,009.52
1/31	Bangor Payroll	Office Managers Salary	948.88	4,958.40
			4,958.40	4,958.40
1/4	Bangor Payroll	ED Salary	1,520.00	1,520.00
1/11	Bangor Payroll	ED Salary	1,520.00	3,040.00
1/18	Bangor Payroll	ED Salary	1,520.00	4,560.00
1/25	Bangor Payroll	Payroll for week 1/14 to 1/20/19	1,520.00	6,080.00
1/31	Bangor Payroll	ED Salary	1,520.00	7,600.00
			7,600.00	7,600.00
			14,392.08	14,392.08
1/25	Bangor Payroll	ER Health Insurance Contributions	977.37	977.37
			977.37	977.37
1/14	Liberty Mutual Insurance		56.83	56.83
			56.83	56.83
			1,034.20	1,034.20
1/14	Libby O'Brien Kingsley & Champion, LLC	Prof. Legal Svc	500.00	500.00
			500.00	500.00
			500.00	500.00
1/14	Maine Municipal Association		600.00	600.00
			600.00	600.00
1/14	Capitol Computers		125.00	125.00
			125.00	125.00

	Date	Name	Memo	Amount	Balance
6153-00 · Photocopier Lease					
Total 6153-00 · Photocopier Lease	1/29	US Bank		296.75	296.75
6154-00 · Printer & Supplies					
Total 6154-00 · Printer & Supplies	1/14	Transco Business Technologies		536.44	536.44
Total 6150-00 · Equipment - Office				536.44	536.44
6170-00 · Meeting Expense					
6171-00 · Annual Meeting				958.19	958.19
Total 6171-00 · Annual Meeting					
6175-00 · Meetings - Other					
Total 6175-00 · Meetings - Other	1/14	The Senator Inn & Spa		15.80	15.80
Total 6170-00 · Meeting Expense	1/29	The Senator Inn & Spa		999.60	1,015.40
6195-00 · Office Space Rental				1,015.40	1,015.40
Total 6195-00 · Office Space Rental	1/14	Libby O'Brien Kingsley & Champion, LLC	Elected Official Training	500.00	500.00
Total 6175-00 · Meetings - Other	1/14	The Senator Inn & Spa	NEO Training	1,000.00	1,500.00
Total 6195-00 · Office Space Rental				1,500.00	1,500.00
Total 6195-00 · Office Space Rental				2,515.40	2,515.40
6215-00 · Postage-Shipping					
Total 6195-00 · Office Space Rental	1/29	Maine Farm Bureau	Printed by MCCA	1,497.17	1,497.17
Total 6215-00 · Postage-Shipping				1,497.17	1,497.17
6235-00 · Supplies					
Total 6235-00 · Supplies	1/29	Haven, Lauren		50.00	50.00
6240-00 · Telephone, Fax & Internet				50.00	50.00
6241-00 · Cell Phone					
Total 6240-00 · Telephone, Fax & Internet	1/29	Slaples Credit Plan		57.86	57.86
Total 6235-00 · Supplies	1/29	Haven, Lauren		7.91	65.77
6241-00 · Cell Phone				65.77	65.77
Total 6241-00 · Cell Phone	1/29	Haven, Lauren		75.00	75.00
6243-00 · Phone, Fax & Internet				75.00	75.00
Total 6243-00 · Phone, Fax & Internet	1/14	Spectrum Business/TWC		169.55	169.55
Total 6240-00 · Telephone, Fax & Internet				169.55	169.55
Total 6240-00 · Telephone, Fax & Internet				244.55	244.55

Maine County Commissioners Association
Profit & Loss Prev Year Comparison
January 2019

	Jan 2019	Jan 2018	\$ Change	% Change
Income				
4300-00 · Dues	141,043.05	136,935.00	4,108.05	3.0%
4400-00 · Other Income	3,100.90	2,749.65	351.25	12.77%
4810-00 · Interest Earned	3.02	5.63	-2.61	-46.36%
Total Income	144,146.97	139,690.28	4,456.69	3.19%
Gross Profit	144,146.97	139,690.28	4,456.69	3.19%
Expense				
5000-00 · Payroll Expenses				
5020-00 · Payroll Fees	178.00	144.00	34.00	23.61%
5030-00 · FICA	942.56	739.39	203.17	27.48%
5040-00 · MainePERS Contributions	713.12	851.55	-138.43	-16.26%
5050-00 · Salary-Office Manager	4,958.40	3,770.69	1,187.71	31.5%
5060-00 · Salary-Executive Director	7,600.00	6,080.00	1,520.00	25.0%
Total 5000-00 · Payroll Expenses	14,392.08	11,585.63	2,806.45	24.22%
5100-00 · Insurance				
5110-00 · Health Insurance	977.37	939.79	37.58	4.0%
5120-00 · Commercial, Crime, D&O Ins	56.83	57.50	-0.67	-1.17%
Total 5100-00 · Insurance	1,034.20	997.29	36.91	3.7%
6010-00 · Prof. Services				
6012-00 · Prof Services - Legal Services	500.00	0.00	500.00	100.0%
Total 6010-00 · Prof. Services	500.00	0.00	500.00	100.0%
6145-00 · Dues Expense	600.00	750.00	-150.00	-20.0%
6150-00 · Equipment - Office				
6152-00 · IT Services	125.00	125.00	0.00	0.0%
6153-00 · Photocopier Lease	296.75	288.80	7.95	2.75%
6154-00 · Printer & Supplies	536.44	321.02	215.42	67.11%
Total 6150-00 · Equipment - Office	958.19	734.82	223.37	30.4%
6160-00 · Fees	0.00	15.00	-15.00	-100.0%
6170-00 · Meeting Expense				
6171-00 · Annual Meeting	1,015.40	1,495.00	-479.60	-32.08%
6173-00 · Monthly	0.00	180.00	-180.00	-100.0%
6175-00 · Meetings - Other	1,500.00	0.00	1,500.00	100.0%
Total 6170-00 · Meeting Expense	2,515.40	1,675.00	840.40	50.17%
6180-00 · Mileage & Travel Expense	0.00	69.82	-69.82	-100.0%
6195-00 · Office Space Rental	1,497.17	1,497.17	0.00	0.0%
6215-00 · Postage-Shipping	50.00	0.00	50.00	100.0%
6235-00 · Supplies	65.77	72.93	-7.16	-9.82%
6240-00 · Telephone, Fax & Internet				
6241-00 · Cell Phone	75.00	75.00	0.00	0.0%
6243-00 · Phone, Fax & Internet	169.55	167.93	1.62	0.97%
Total 6240-00 · Telephone, Fax & Internet	244.55	242.93	1.62	0.67%
Total Expense	21,857.36	17,640.59	4,216.77	23.9%

M.C.C.A.

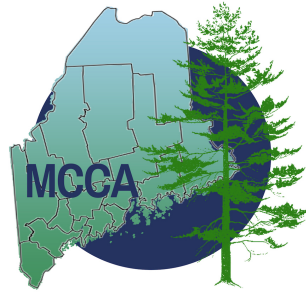
Thomas Coward, President
Cumberland County

Amy Fowler, Vice President
Waldo County

William Blodgett, Secretary-Treasurer
Lincoln County

Charles Pray
Executive Director

Lauren Haven
Office Manager



Maine County Commissioners Association

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MAINE COUNTY COMMISSIONERS ASSOCIATION

Convention Planning Committee Meeting Minutes

MCCA Offices in Augusta

10:00 am Friday, January 11, 2019

Attendance: Barbara Arseneau, Lynn Patten, Michelle Wadsworth, Diana Messina, Owen Smith and Lauren Haven

Educational Session Updates

NACo Public Retirement responded they would like to participate in a retirement option panel on Saturday Morning.

Maine Registry of Deeds wants to bring in a speaker for their group on Friday after lunch. This would probably not detract from any other speakers as this will be very specific to the Deeds and Probate groups. Others who are interested could attend as well.

The group talked about the possibility of Probate Judge Susan Longley coming to make a presentation on trusts and wills. This would go along nicely with the retirement option idea.

We could look into sessions for Sheriff's, Treasurers, and Human Resources. The committee discussed having a keynote speaker after lunch on Friday and then three concurrent sessions from 2:30 to 4:30. We could also schedule one session or two sessions in the morning while association meetings are in progress.

Entertainment

The online voting poll results were highly in favor of hiring Local Comedian Luke Hanberry for Friday night. He and his friends can do a one-hour show for \$1,500 which includes travel. We will offer them dinner before the show.

Saturday night, in following with the game activities in the afternoon we will have three games in separate rooms for folks to enjoy: Team Charades, Family Feud and Name that Tune. Lynn offered to organize one of the games. We can ask Todd Charles to do one – everyone had a great time in the past. Then we need one more person for the third game. After games we will roast smores and perhaps have a fireworks display. Lauren will look into costs for the smores activity.

Waldo County folks thought they might have a staff member willing to manage the scavenger hunt around the property.

Keynote Speaker

No update on Charlie's speaker from the Maine Development Foundation to give a talk on Economics in Maine.

The group talked about asking Travis Mills to speak; he usually gets \$5,000 some of which goes to his foundation for wounded veterans. Lynn thought he might give us a discount. Lauren said we'd have to come up with funding, but we might see if each county would like to kick in for it. She will try to get permission from the Board of Directors to send out an email about it to all the counties. She thought we should send a link to a video about Travis which might inspire people. If we scheduled Travis we could have Charlie's speaker after dinner during the opening ceremonies before the comedian. We would ask for a 20 minute time limit – half hour tops. Dinner at 6:30 with opening ceremonies starting 7:15, speaker at 7:30 and the entertainment at 8:00 pm.

Menu

The group looked at the meal plan drafted from the decisions made at the previous meeting. No changes were made at this time.

Other Updates

Lauren mentioned the audio and visual equipment costs were not included in the contract. She will try to get a list of pricing.

Point Lookout offered the same pricing for the 2020 convention if MCCA would commit to the dates. At the Board of Directors' meeting on December 12th it was decided to extend the contract for 2020. Possibly another county might co-host with Waldo county for this event.

Next Steps

Several committee members left the meeting with tasks assigned to them.

Schedule February Meeting

The next meeting was set for Friday, February 15th at 10:00 am at the MCCA offices.