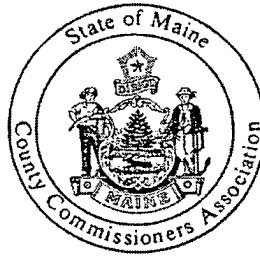


M.C.C.A.

William Blodgett, President
Lincoln County

Peter Baldacci, Vice-President
Penobscot County

Thomas Coward, Secretary-Treasurer
Cumberland County



Rosemary Kulow
Executive Director

Lauren Haven
Administrative Assistant

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

MCCA Board of Directors' Meeting Agenda 10:00 a.m., May 14, 2014

- I. Call to Order, Pledge of Allegiance, Introductions & Attendance
- II. Approval of/Additions to the Agenda
- III. Approval of April 9, 2014 Meeting Minutes
- IV. Old Business
 - A. MCCA Logo Decision
- V. New Business
 - A. Approval of One-Year Anniversary Pay Increase for Rosemary Kulow
 - B. Approval of Six-Month Anniversary Pay Increase for Lauren Haven
 - C. Approval of Cell Phone Reimbursement Allocation for Administrative Assistant
 - D. Approval of Additional Appropriation for Audit Service
 - E. President's Appointment of the Annual Convention Planning Committee
- VI. Reports
 - A. Executive Director's & Financial Reports - *Rosemary Kulow*
 - B. Legislative Report - *Rosemary Kulow, et al*
 - C. Association Reports
 - D. Corrections Report - *Mark Westrum*
 - E. Annual Convention Report - *York County*
 - F. NACo Report - *Peter Baldacci*
- VII. Other Business
- VIII. Adjournment

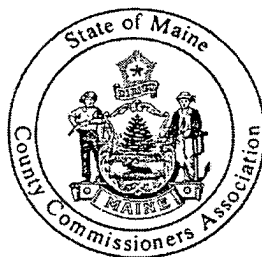
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Board of Directors' Meeting Minutes April 9, 2014

I. Call to Order, Introductions and Attendance

President William Blodgett called the meeting to order at 10:45 a.m.

DIRECTORS PRESENT: *Androscoggin* – County Clerk Patricia Fournier proxy for Commissioner Beth Bell; *Aroostook* – Commissioner Norman Fournier; *Cumberland* – Commissioner Thomas Coward; *Franklin* – Commissioner Gary McGrane; *Hancock* – Commissioner Steven Joy; *Kennebec* – Administrator Robert Devlin proxy for Commissioner George Jabar II; *Knox* – Commissioner Roger Moody; *Lincoln* – Commissioner William Blodgett; *Oxford* – County Administrator Scott Cole for Commissioner Steve Merrill; *Penobscot* – Commissioner Peter Baldacci; *Piscataquis* – Commissioner James Annis; *Sagadahoc* – County Administrator Pam Hile for Commissioner Charles Crosby; *Somerset* – Commissioner Robin Frost; *Waldo* – Commissioner Amy Fowler; *Washington* – Commissioner Chris Gardner; *York* – Commissioner Sallie Chandler; *MACCAM* – County Administrator Bill Collins; *MACT* – David Parkman; *MCAA* – Mark Westrum; *MECCA* – Owen Smith; and *MSA* – Sheriff Todd Brackett

OTHERS PRESENT: *Cumberland* County Manager Peter Crichton; *Knox* Administrator Andrew Hart; and *Lincoln* County Administrator John O'Connell

STAFF PRESENT: Executive Director, Rosemary Kulow; Risk Pool Manager, Malcolm Ulmer; and Administrative Assistant, Lauren Haven

II. Pledge of Allegiance

III. Approval of/Additions to the Agenda

The meeting began with the Pledge of Allegiance and the agenda was approved as presented.

IV. Approval of March 12, 2014 Board of Directors' Meeting Minutes

Comm. Fowler **moved** and Comm. Moody **seconded** the approval of the March 12, 2014 minutes. The motion was approved unanimously.

V. Old Business

A. MCCA Logo Decision

Comm. Gardner **moved** and Comm. Fowler **seconded** the motion to table the discussion regarding the new MCCA Logo until the next Board of Directors' meeting. The motion was approved unanimously.

VI. New Business

A. Statewide Meeting RE: Implementation of New Corrections System per LD 1824

Executive Director Rosemary Kulow summarized the talking points the sponsors will be highlighting at the Senate. All present also reviewed and commented on the press release. At that time there was discussion regarding the impact of the legislation if it should pass or fail, and what we should do to prepare a plan to move forward. Administrator Pam Hile pointed out if the legislation passes, we should use the time we've bought to work on developing legislation for the next session.

B. Nominate Betsy Fitzgerald as the MCCA Representative to the Maine Library of Geographic Information

Comm. Joy **moved** and Comm. Fournier **seconded** the motion to nominate Betsy Fitzgerald as the MCCA representative to the Maine Library of Geographic Information. The motion was approved unanimously.

C. NACo Health Program Marketing Agreements

The NACo Health Program Marketing Agreements were reviewed. Comm. Joy **moved** and Comm. Baldacci **seconded** the motion to authorize the Executive Director to execute the agreements. The motion was approved unanimously.

VII. Reports

A. Executive Director's & Financial Reports

The Commissioners reviewed the reports. Executive Director Rosemary Kulow offered to elaborate if there were any questions. President William Blodgett **moved** to accept the reports as submitted, **seconded** by Comm. McGrane. The reports were approved unanimously.

B. Legislative Report

It was agreed that LD 1824 was of paramount importance at this time. Everyone should contact their legislators and request their support in favor of passing using the aforementioned talking points.

C. Association Reports

- **MACCAM** - Administrator Bill Collins announced the next MACCAM meeting will be hosted by MCCA on April 30th.
- **MECCA** – Comm. Owen Smith reported that issues that were encountered have been resolved and all involved in training will be complete in July.
- **MACT** – President of MACT, David Parkman, reported that their April 10th meeting will be held at Cole Farms. Bangor Savings is doing a presentation on cash handling. Also he brought up the fact that York County is considering eliminating the position of Treasurer and read a statement regarding that issue.

D. Corrections Report – No report was given.

E. Annual Convention Report (York County)

Comm. Sallie Chandler reported that there is a committee in place and every member has an assignment. She assured everyone that the convention will be great! If there are questions or concerns she recommends sending her an email and she will answer accordingly. Comm. Steve Joy made the point that the costs need to be such that MCCA will make a profit.

F. NACo Report

Vice President, Peter Baldacci, reported NACo will hold its annual conference in July in New Orleans.

VIII. Other Business

No other business was brought before the Board.

IX. Adjournment

Motion for adjournment was made by Comm. Amy Fowler, seconded by Comm. Thomas Coward and approved unanimously at 11:55 a.m. The group adjourned to lunch.

Respectfully submitted,

Lauren Haven, Administrative Assistant

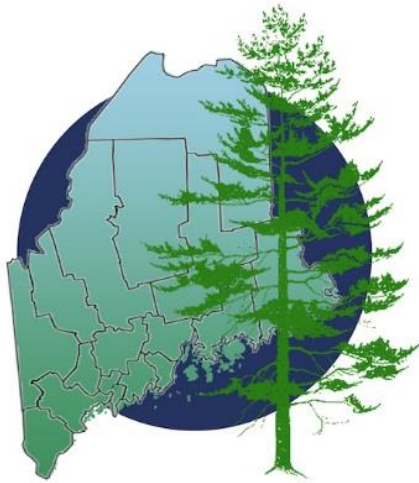
Date: _____

Attested:

Thomas Coward, Secretary/Treasurer

Date: _____

1. _____



MAINE COUNTY COMMISSIONERS ASSOCIATION

2. _____



Maine County Commissioners Association

3. _____



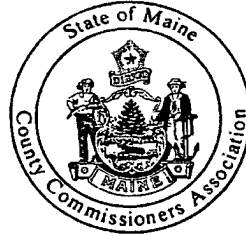
Maine County Commissioners Association

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Rosemary Kulow
Executive Director

Lauren Haven
Administrative Assistant

MAINE COUNTY COMMISSIONERS ASSOCIATION

Executive Director's Report May 9, 2014

Below is a list of activities I undertook the month of April:

- Closely followed and lobbied for LD 1824 in the Legislature; shared information with MCCA and MSA members.
- Conducted research on policies needed for the organization.
- Developed a draft personnel policy handbook for review by the Executive Committee.
- Wrote a newsletter article regarding LD 1824.
- Evaluated the performance of the Administrative Assistant at the conclusion of her six-month introductory period.
- Arranged for the first meeting of the Annual Convention Planning Committee.
- Prepared for Strategic Planning Committee meeting.
- Managed finances & other administrative matters.

Meetings/Events since April 9, 2014 BOD Meeting

| | |
|---------|--|
| 4/11/14 | At Legislature |
| 4/15/14 | House & Senate sessions, then Board of Corrections (BOC) meeting, then back to Appropriations Committee meeting at State House |
| 4/16/14 | Senate in afternoon |
| 4/30/14 | MACCAM meeting |
| 5/1/14 | At Legislature for "veto day" |
| 5/5/14 | BOC/Corrections Working Group Workshop on Implementation of LD 1824 |
| 5/13/14 | Attended Sagadahoc County Commissioners' meeting in Bath |

Upcoming Planned Meetings/Events:

5/15/14 Annual Convention Planning Committee Meeting in Portland
5/20/14 Lincoln County Commissioners' Meeting at 9:00 a.m.
BOC Meeting at 1:00 p.m.
5/21/14 MACCAM Meeting at 1:00 p.m. at MCCA
5/26/14 Memorial Day Holiday – MCCA Office Closed
5/29/14 MACCAM Meeting at 10:00 a.m. at MCCA

Respectfully submitted,

Rosemary E. Kulow
Executive Director

MAINE COUNTY COMMISSIONERS ASSOCIATION

April 2014 Financial Report

Attached please find the monthly financial reports for the month of April 2014. The Balance Sheet shows total assets and liabilities equaling \$224,128.68, with a bank balance of \$223,928.68 and \$200 available in petty cash. In April MCCA received the \$25,000 payment from the Risk Pool for the 2014 assessment, as well as interest earned and a reimbursement from MACCAM for meeting food. Total debits to the bank account by April 30th equaled \$21,665.92.

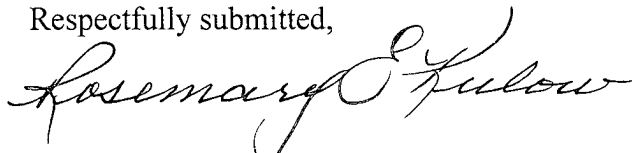
With one-third (33.3%) of the year complete, the report shows that \$190,813 (76%) of the \$252,650 budgeted revenue has been received, and \$66,984 (27%) has been expended year-to-date. A total of \$21,935 or 9% of the total budget was expended in April. The substantial types of revenue not yet received this year are those for the annual convention and a transfer from the fund balance. A fund balance transfer will occur only if and when needed.

One item of note is that the \$3,000 bill for the audit from R. H. R. Smith exceeds the budget and the cost of the last audit, which was only \$900. We only budgeted \$1,500 this year because it would have more than covered the cost of the last audit. However, doing a full-year audit rather than an audit of a six-month period is costing more money and forced us to over-expend the Audit line item. Therefore, I placed an item on this month's Board of Director's agenda to approve the additional amount and fund it with funds from a line item that has a larger appropriation than needed (5040-00 MainePERS).

All other budgetary accounts, except for 6175-00 Other Meeting Expense, are well within budget, and there are no areas of concern at this time.

Please do not hesitate to let me know if you have any questions.

Respectfully submitted,



Rosemary E. Kulow
Executive Director

05/05/14
Accrual Basis

Maine County Commissioners Association
Balance Sheet
As of April 30, 2014

| | <u>Apr 30, 14</u> |
|---|--------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| MCCA Checking-Savings Bank | 223,928.68 |
| Petty Cash Account | 200.00 |
| Total Checking/Savings | <u>224,128.68</u> |
| Total Current Assets | <u>224,128.68</u> |
| TOTAL ASSETS | <u><u>224,128.68</u></u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| Accounts Payable | -682.49 |
| Total Accounts Payable | <u>-682.49</u> |
| Other Current Liabilities | |
| 1001-00 · MainePERS Employee Contribution | -130.00 |
| Total Other Current Liabilities | <u>-130.00</u> |
| Total Current Liabilities | <u>-812.49</u> |
| Total Liabilities | -812.49 |
| Equity | |
| 3200-00 · Fund Balance to Current Yr Inc | -59,216.00 |
| 3900-00 · Earnings | 183,524.87 |
| Net Income | <u>100,632.30</u> |
| Total Equity | <u>224,941.17</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>224,128.68</u></u> |

Maine County Commissioners Association
 Profit Loss Budget vs. Actual
 January through April 2014

| | 2014 Budget | April 2014 | Jan-Apr 2014 | \$ Over Budget | % of Budget |
|--|----------------|---------------|-----------------|-------------------|----------------|
| Income | | | | | |
| 4100-00 · Convention Income | | | | | |
| 4120-00 · Registration | 40,000 | | | -40,000 | |
| 4130-00 · Sponsorship | 9,000 | | | -9,000 | |
| Total 4100-00 · Convention Income | 49,000 | | | -49,000 | |
| 4200-00 · Meeting Income | | 65 | 65 | | |
| 4300-00 · Dues | 140,240 | 25,000 | 140,240 | | 100% |
| 4400-00 · Other Income | 250 | | 492 | 242 | 197% |
| 4500-00 · NACo Roster | 750 | | | -750 | |
| 4600-00 · MCCA Risk Pool Assessment | 25,000 | | 50,000 | 25,000 | 200% |
| 4810-00 · Interest Earned | 30 | 5 | 16 | -14 | 53% |
| 4920-00 · Transfer in from Fund Balance | 37,380 | | | -37,380 | |
| Total Income | 252,650 | 25,070 | 190,813 | -61,837 | 76% |
| Gross Profit | 252,650 | 25,070 | 190,813 | -61,837 | 76% |
| Expense | | | | | |
| 5000-00 · Payroll Expenses | | | | | |
| 5020-00 · Payroll Fees | 1,700 | 152 | 564 | -1,136 | 33% |
| 5030-00 · Payroll Taxes | 8,000 | 535 | 2,349 | -5,651 | 29% |
| 5040-00 · MainePERS-EE Contributor | 3,750 | | | -3,750 | |
| 5050-00 · Salary - Administrative Asst | 35,000 | 2,615 | 11,004 | -23,996 | 31% |
| 5060-00 · Salary - Executive Director | 72,000 | 5,385 | 22,655 | -49,345 | 31% |
| Total 5000-00 · Payroll Expenses | 120,450 | 8,687 | 36,572 | -83,878 | 30% |
| 5100-00 · Insurance | | | | | |
| 5110-00 · Health Insurance | 19,000 | 1,539 | 6,449 | -12,551 | 34% |
| 5120-00 · Commercial, Crime, D&O In | 2,000 | 752 | 926 | -1,074 | 46% |
| 5130-00 · Workers Comp | 850 | | | -850 | |
| 5140-00 · Unemployment Comp Ins | 500 | | | -500 | |
| Total 5100-00 · Insurance | 22,350 | 2,291 | 7,375 | -14,975 | 33% |
| 6010-00 · Prof. Services | | | | | |
| 6011-00 · Prof Services-Bookkeeping | 500 | | | -500 | |
| 6012-00 · Prof Services - Legal Servic | 1,000 | | | -1,000 | |
| 6013-00 · Financial Audit | 1,500 | 3,000 | 3,000 | 1,500 | 200% |
| Total 6010-00 · Prof. Services | 3,000 | 3,000 | 3,000 | | 100% |
| 6030-00 · Lobbying | | | | | |
| 6031-00 · Lobbying Reg | 400 | | | -400 | |
| 6030-00 · Lobbying - Other | 4,500 | | | -4,500 | |
| Total 6030-00 · Lobbying | 4,900 | | | -4,900 | |

Maine County Commissioners Association
 Profit Loss Budget vs. Actual
 January through April 2014

| | 2014 Budget | April 2014 | Jan-Apr 2014 | \$ Over Budget | % of Budget |
|--|----------------|---------------|-----------------|-------------------|----------------|
| 6040-00 · NACO Expenses | | | | | |
| 6041-00 · NACo Conference | 12,500 | 3,626 | 4,673 | -7,827 | 37% |
| 6042-00 · NACo Database work | 250 | | | -250 | |
| Total 6040-00 · NACO Expenses | 12,750 | 3,626 | 4,673 | -8,077 | 37% |
| 6050-00 · Education and Training | | | | | |
| 6050-00 · Education and Training | 1,500 | 60 | 138 | -1,362 | 9% |
| 6100-00 · Bank Charges | | | | | |
| 6100-00 · Bank Charges | 100 | 1 | 1 | -99 | 1% |
| 6110-00 · Convention Exp. | | | | | |
| 6113-00 · Entertainment/Speakers | 5,000 | | | -5,000 | |
| 6114-00 · Executive Director - Conv R | 1,000 | | | -1,000 | |
| 6118-00 · Meeting Exp. | 25,500 | | | -25,500 | |
| 6121-00 · Supplies | 3,000 | | | -3,000 | |
| Total 6110-00 · Convention Exp. | 34,500 | | | -34,500 | |
| 6135-00 · Commissioner Retirement Plaques | | | | | |
| 6135-00 · Commissioner Retirement Plaques | 500 | | | -500 | |
| 6140-00 · Copies-Printing | | | | | |
| 6142-00 · Directory | 1,000 | 739 | 739 | -261 | 74% |
| 6143-00 · Other Copying or Printing | 250 | | | -250 | |
| Total 6140-00 · Copies-Printing | 1,250 | 739 | 739 | -511 | 59% |
| 6145-00 · Dues Expense | | | | | |
| 6145-00 · Dues Expense | 1,500 | | 1,075 | -425 | 72% |
| 6150-00 · Equipment - Office | | | | | |
| 6151-00 · Computer Hardware & Softw | 2,000 | 49 | 616 | -1,384 | 31% |
| 6152-00 · IT Services | 3,000 | 275 | 1,060 | -1,940 | 35% |
| 6153-00 · Photocopier Lease | 1,800 | 329 | 657 | -1,143 | 37% |
| 6154-00 · Printer & Supplies | 1,500 | 324 | 629 | -871 | 42% |
| 6155-00 · Telephone System | 500 | 93 | 93 | -407 | 19% |
| 6156-00 · Other | | 40 | 40 | | |
| 6150-00 · Equipment - Office - Other | 2,000 | | | -2,000 | |
| Total 6150-00 · Equipment - Office | 10,800 | 1,110 | 3,095 | -7,705 | 29% |
| 6160-00 · Fees | | | | | |
| 6160-00 · Fees | 150 | | 74 | -76 | 49% |
| 6170-00 · Meeting exp. | | | | | |
| 6171-00 · Annual Meeting | 1,500 | | 907 | -593 | 60% |
| 6172-00 · County Officials' Workshop | 250 | | | -250 | |
| 6173-00 · Monthly | 3,000 | 403 | 900 | -2,100 | 30% |
| 6175-00 · Meetings - Other | 300 | | 695 | 395 | 232% |
| 6170-00 · Meeting exp. - Other | | | 45 | | |
| Total 6170-00 · Meeting exp. | 5,050 | 403 | 2,547 | -2,503 | 50% |
| 6180-00 · Mileage & Travel Expense | | | | | |
| 6180-00 · Mileage & Travel Expense | 5,000 | 221 | 398 | -4,602 | 8% |
| 6195-00 · Office Space Rental | | | | | |
| 6195-00 · Office Space Rental | 17,100 | 1,382 | 5,528 | -11,572 | 32% |

Maine County Commissioners Association
 Profit Loss Budget vs. Actual
 January through April 2014

| | 2014 Budget | April 2014 | Jan-Apr 2014 | \$ Over Budget | % of Budget |
|---|----------------|---------------|-----------------|-------------------|----------------|
| 6215-00 · Postage-Shpping | 500 | 16 | 101 | -399 | 20% |
| 6230-00 · Advertising | 2,000 | 53 | | -2,000 | |
| 6235-00 · Supplies | 4,300 | | 345 | -3,955 | 8% |
| 6240-00 · Telephone, Fax & Internet | | | | | |
| 6241-00 · Cell Phone | 1,000 | 75 | 300 | -700 | 30% |
| 6242-00 · Conference Call Line | 100 | | | -100 | |
| 6243-00 · Phone, Fax & Internet | 3,600 | 271 | 1,023 | -2,577 | 28% |
| Total 6240-00 · Telephone, Fax & Internet | 4,700 | 346 | 1,323 | -3,377 | 28% |
| 6250-00 · Website | 250 | | | -250 | |
| Total Expense | 252,650 | 21,935 | 66,984 | -185,666 | 27% |

4:17 PM
05/02/14

Maine County Commissioners Association
Reconciliation Summary
MCCA Checking-Savings Bank, Period Ending 04/30/2014

| | <u>Apr 30, 14</u> |
|-----------------------------------|-------------------|
| Beginning Balance | 222,922.61 |
| Cleared Transactions | |
| Checks and Payments - 20 items | -21,666.56 |
| Deposits and Credits - 3 items | 25,069.66 |
| Total Cleared Transactions | <u>3,403.10</u> |
| Cleared Balance | <u>226,325.71</u> |
| Uncleared Transactions | |
| Checks and Payments - 4 items | <u>-2,397.03</u> |
| Total Uncleared Transactions | <u>-2,397.03</u> |
| Register Balance as of 04/30/2014 | <u>223,928.68</u> |
| Ending Balance | <u>223,928.68</u> |

Maine County Commissioners Association
Reconciliation Detail
MCCA Checking-Savings Bank, Period Ending 04/30/2014

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|-----------|---------|-------------------------|-----|-----------------|-------------------|
| Beginning Balance | | | | | | 222,922.61 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 20 items | | | | | | |
| Bill Pmt -Check | 3/20/2014 | 3331 | Country Cafe Cateri... | X | -248.40 | -248.40 |
| Bill Pmt -Check | 3/26/2014 | 3333 | Maine Farm Bureau... | X | -1,382.00 | -1,630.40 |
| Bill Pmt -Check | 3/26/2014 | 3336 | National Council of ... | X | -500.00 | -2,130.40 |
| Bill Pmt -Check | 4/1/2014 | 3339 | Gorham Leasing Gr... | X | -164.35 | -2,294.75 |
| Bill Pmt -Check | 4/1/2014 | 3338 | Haven, Lauren | X | -79.31 | -2,374.06 |
| Bill Pmt -Check | 4/1/2014 | 3337 | Kulow, Rosemary | X | -23.96 | -2,398.02 |
| Bill Pmt -Check | 4/14/2014 | 3342 | Penobscot County ... | X | -2,190.06 | -4,588.08 |
| Bill Pmt -Check | 4/14/2014 | 3343 | Capitol Computers | X | -275.00 | -4,863.08 |
| Bill Pmt -Check | 4/14/2014 | 3341 | BCN Telecom | X | -270.86 | -5,133.94 |
| Bill Pmt -Check | 4/14/2014 | 3340 | Country Cafe Cateri... | X | -248.40 | -5,382.34 |
| Bill Pmt -Check | 4/14/2014 | 3344 | MTCMA | X | -60.00 | -5,442.34 |
| Bill Pmt -Check | 4/17/2014 | 3347 | RHR Smith & Comp... | X | -3,000.00 | -8,442.34 |
| Bill Pmt -Check | 4/17/2014 | 3345 | Bank of Maine | X | -1,700.00 | -10,142.34 |
| Bill Pmt -Check | 4/17/2014 | 3346 | W.B. Mason Co, Inc | X | -324.04 | -10,466.38 |
| Bill Pmt -Check | 4/17/2014 | 3348 | Haven, Lauren | X | -88.84 | -10,555.22 |
| Bill Pmt -Check | 4/24/2014 | 3350 | Macomber Farr & ... | X | -752.00 | -11,307.22 |
| Bill Pmt -Check | 4/24/2014 | 3352 | CMC Technology G... | X | -92.93 | -11,400.15 |
| Bill Pmt -Check | 4/24/2014 | 3351 | Shredding on Site, I... | X | -40.00 | -11,440.15 |
| Bill Pmt -Check | 4/25/2014 | | Bangor Payroll | X | -10,225.77 | -21,665.92 |
| Check | 4/30/2014 | | | X | -0.64 | -21,666.56 |
| Total Checks and Payments | | | | | -21,666.56 | -21,666.56 |
| Deposits and Credits - 3 items | | | | | | |
| Payment | 4/23/2014 | 1027... | Maine Assn. of Cou... | X | 65.15 | 65.15 |
| Payment | 4/23/2014 | 2757 | MCCA Risk Manag... | X | 25,000.00 | 25,065.15 |
| Deposit | 4/30/2014 | | | X | 4.51 | 25,069.66 |
| Total Deposits and Credits | | | | | 25,069.66 | 25,069.66 |
| Total Cleared Transactions | | | | | 3,403.10 | 3,403.10 |
| Cleared Balance | | | | | 3,403.10 | 226,325.71 |
| Uncleared Transactions | | | | | | |
| Checks and Payments - 4 items | | | | | | |
| Bill Pmt -Check | 4/24/2014 | 3349 | Maine Farm Bureau... | | -1,382.00 | -1,382.00 |
| Bill Pmt -Check | 4/30/2014 | 3353 | Albison's Printing | | -738.50 | -2,120.50 |
| Bill Pmt -Check | 4/30/2014 | 3354 | Gorham Leasing Gr... | | -164.35 | -2,284.85 |
| Bill Pmt -Check | 4/30/2014 | 3355 | Kulow, Rosemary | | -112.18 | -2,397.03 |
| Total Checks and Payments | | | | | -2,397.03 | -2,397.03 |
| Total Uncleared Transactions | | | | | -2,397.03 | -2,397.03 |
| Register Balance as of 04/30/2014 | | | | | 1,006.07 | 223,928.68 |
| Ending Balance | | | | | 1,006.07 | 223,928.68 |

Maine County Commissioners Association Expenses by Vendor Detail

April 2014

| Type | Date | Memo | Account | Amount | Balance |
|------------------------------|-----------|---------------------------------|--|-----------|-----------|
| Albison's Printing | | | | | |
| Bill | 4/30/2014 | 2014 Directory of Maine Cou... | 6142-00 · Directory | 738.50 | 738.50 |
| Total Albison's Printing | | | | 738.50 | 738.50 |
| Bangor Payroll | | | | | |
| Bill | 4/4/2014 | Administrative Assistant Sal... | 5050-00 · Salary - Administrative Asst | 653.85 | 653.85 |
| Bill | 4/4/2014 | Taxes | 5030-00 · Payroll Taxes | 133.79 | 787.64 |
| Bill | 4/4/2014 | Processing fee | 5020-00 · Payroll Fees | 29.95 | 817.59 |
| Bill | 4/4/2014 | Executive Directors Salary | 5060-00 · Salary - Executive Director | 1,346.15 | 2,163.74 |
| Bill | 4/4/2014 | Monthly Payment for Health ... | 5110-00 · Health Insurance | 0.00 | 2,163.74 |
| Bill | 4/4/2014 | Payroll deductions for Healt... | 5110-00 · Health Insurance | -251.15 | 1,912.59 |
| Bill | 4/11/2014 | Administrative Assistant Sal... | 5050-00 · Salary - Administrative Asst | 653.85 | 2,566.44 |
| Bill | 4/11/2014 | Taxes | 5030-00 · Payroll Taxes | 133.79 | 2,700.23 |
| Bill | 4/11/2014 | Processing fee | 5020-00 · Payroll Fees | 29.95 | 2,730.18 |
| Bill | 4/11/2014 | Executive Directors Salary | 5060-00 · Salary - Executive Director | 1,346.15 | 4,076.33 |
| Bill | 4/11/2014 | Monthly Payment for Health ... | 5110-00 · Health Insurance | 0.00 | 4,076.33 |
| Bill | 4/11/2014 | Payroll deductions for Healt... | 5110-00 · Health Insurance | -251.15 | 3,825.18 |
| Bill | 4/18/2014 | Administrative Assistant Sal... | 5050-00 · Salary - Administrative Asst | 653.85 | 4,479.03 |
| Bill | 4/18/2014 | Taxes | 5030-00 · Payroll Taxes | 133.79 | 4,612.82 |
| Bill | 4/18/2014 | Processing fee | 5020-00 · Payroll Fees | 53.95 | 4,666.77 |
| Bill | 4/18/2014 | Executive Directors Salary | 5060-00 · Salary - Executive Director | 1,346.15 | 6,012.92 |
| Bill | 4/18/2014 | Monthly Payment for Health ... | 5110-00 · Health Insurance | 0.00 | 6,012.92 |
| Bill | 4/18/2014 | Payroll deductions for Healt... | 5110-00 · Health Insurance | -251.15 | 5,761.77 |
| Bill | 4/25/2014 | Administrative Assistant Sal... | 5050-00 · Salary - Administrative Asst | 653.85 | 6,415.62 |
| Bill | 4/25/2014 | Taxes | 5030-00 · Payroll Taxes | 133.69 | 6,549.31 |
| Bill | 4/25/2014 | Processing fee | 5020-00 · Payroll Fees | 37.95 | 6,587.26 |
| Bill | 4/25/2014 | Executive Directors Salary | 5060-00 · Salary - Executive Director | 1,346.15 | 7,933.41 |
| Bill | 4/25/2014 | Monthly Payment for Health ... | 5110-00 · Health Insurance | 2,543.43 | 10,476.84 |
| Bill | 4/25/2014 | Payroll deductions for Healt... | 5110-00 · Health Insurance | -251.07 | 10,225.77 |
| Total Bangor Payroll | | | | 10,225.77 | 10,225.77 |
| Bank of Maine | | | | | |
| Bill | 4/17/2014 | NACo Conference | 6041-00 · NACo Conference | 1,435.54 | 1,435.54 |
| Bill | 4/17/2014 | Travel Expenses | 6180-00 · Mileage & Travel Expense | 91.13 | 1,526.67 |
| Bill | 4/17/2014 | Merch BOD Meeting Supplies | 6173-00 · Monthly | 43.38 | 1,570.05 |
| Bill | 4/17/2014 | Logmein Remote Access | 6151-00 · Computer Hardware & Softw... | 49.00 | 1,619.05 |
| Bill | 4/17/2014 | Shipping | 6215-00 · Postage-Shpping | 15.80 | 1,634.85 |
| Bill | 4/17/2014 | MACCAM Meeting-Damons | 6173-00 · Monthly | 65.15 | 1,700.00 |
| Total Bank of Maine | | | | 1,700.00 | 1,700.00 |
| BCN Telecom | | | | | |
| Bill | 4/10/2014 | Monthly Telephone & Intern... | 6243-00 · Phone, Fax & Internet | 270.86 | 270.86 |
| Total BCN Telecom | | | | 270.86 | 270.86 |
| Capitol Computers | | | | | |
| Bill | 4/10/2014 | IT Service Contract | 6152-00 · IT Services | 275.00 | 275.00 |
| Total Capitol Computers | | | | 275.00 | 275.00 |
| CMC Technology Group | | | | | |
| Bill | 4/24/2014 | Caller ID and Call Forwarding | 6155-00 · Telephone System | 92.93 | 92.93 |
| Total CMC Technology Group | | | | 92.93 | 92.93 |
| Country Cafe Catering | | | | | |
| Bill | 4/10/2014 | April BOD Meeting | 6173-00 · Monthly | 248.40 | 248.40 |
| Total Country Cafe Catering | | | | 248.40 | 248.40 |
| Gorham Leasing Group | | | | | |
| Bill | 4/1/2014 | Photocopier Lease - Monthly | 6153-00 · Photocopier Lease | 164.35 | 164.35 |
| Bill | 4/30/2014 | Photocopier Lease - Monthly | 6153-00 · Photocopier Lease | 164.35 | 328.70 |
| Total Gorham Leasing Group | | | | 328.70 | 328.70 |

4:14 PM

05/05/14

Accrual Basis

Maine County Commissioners Association
Expenses by Vendor Detail
 April 2014

| Type | Date | Memo | Account | Amount | Balance |
|---|-----------|--------------------------------|--------------------------------------|------------------|------------------|
| Haven, Lauren | | | | | |
| Bill | 4/1/2014 | Laptop | 6180-00 · Mileage & Travel Expense | 64.35 | 64.35 |
| Bill | 4/1/2014 | Binders & Business Cards | 6235-00 · Supplies | 14.96 | 79.31 |
| Bill | 4/17/2014 | April BOD Monthly Meeting ... | 6173-00 · Monthly | 46.41 | 125.72 |
| Bill | 4/17/2014 | Kmart - Table | 6235-00 · Supplies | 37.91 | 163.63 |
| Bill | 4/17/2014 | Mileage | 6180-00 · Mileage & Travel Expense | 4.52 | 168.15 |
| Total Haven, Lauren | | | | 168.15 | 168.15 |
| Kulow, Rosemary | | | | | |
| Bill | 4/1/2014 | Executive Director Mileage | 6180-00 · Mileage & Travel Expense | 23.96 | 23.96 |
| Bill | 4/30/2014 | Executive Director Mileage | 6180-00 · Mileage & Travel Expense | 37.18 | 61.14 |
| Bill | 4/30/2014 | Executive Director's Cell | 6241-00 · Cell Phone | 75.00 | 136.14 |
| Total Kulow, Rosemary | | | | 136.14 | 136.14 |
| Macomber Farr & Whitten | | | | | |
| Bill | 4/24/2014 | Insurance Policy Renewal | 5120-00 · Commercial, Crime, D&O Ins | 752.00 | 752.00 |
| Total Macomber Farr & Whitten | | | | 752.00 | 752.00 |
| Maine Farm Bureau Building Association | | | | | |
| Bill | 4/23/2014 | Rent | 6195-00 · Office Space Rental | 1,382.00 | 1,382.00 |
| Total Maine Farm Bureau Building Association | | | | 1,382.00 | 1,382.00 |
| MTCMA | | | | | |
| Bill | 4/10/2014 | 2014 Manager Interchange | 6050-00 · Education and Training | 60.00 | 60.00 |
| Total MTCMA | | | | 60.00 | 60.00 |
| Penobscot County Treasurer | | | | | |
| Bill | 4/10/2014 | NACo Conference Expense... | 6041-00 · NACo Conference | 2,190.06 | 2,190.06 |
| Total Penobscot County Treasurer | | | | 2,190.06 | 2,190.06 |
| RHR Smith & Company_ | | | | | |
| Bill | 4/17/2014 | 2014 Audit | 6013-00 · Financial Audit | 3,000.00 | 3,000.00 |
| Total RHR Smith & Company_ | | | | 3,000.00 | 3,000.00 |
| Shredding on Site, Inc | | | | | |
| Bill | 4/24/2014 | Shredding 370 lbs of old pa... | 6156-00 · Other | 40.00 | 40.00 |
| Total Shredding on Site, Inc | | | | 40.00 | 40.00 |
| W.B. Mason Co, Inc | | | | | |
| Bill | 4/17/2014 | Toner Cartridges | 6154-00 · Printer & Supplies | 324.04 | 324.04 |
| Total W.B. Mason Co, Inc | | | | 324.04 | 324.04 |
| TOTAL | | | | 21,932.55 | 21,932.55 |