



Memorandum

DATE: October 8th, 2015
TO: Chairman and Members of the Board
FROM: Kevin H. Roche, CEO/General Manager
SUBJECT: **Agenda for the Board of Directors Meeting**

There is an **ecomaine** Board of Directors Meeting scheduled for Thursday, October 15th, 2015 @ 4PM. The agenda for this meeting is as follows:

1. Approval of the Minutes (*Attachment A*)
2. Audit Committee Report – Mike Shaw, Chair
**Presentation of the FY 15 Audit Report:
Peter Way, Sr. Manager & Roger Lebreux, Partner
RKO – Independent Auditors**
3. Finance Committee Report – Matthew Frank, Chair
4. Recycling Committee Report – Erik Street, Chair
5. Annual Report – Presentation: Kevin Roche, CEO
6. Gorham Property – Review Recommendations
The Board of Directors may wish to go into Executive Session - Section 405 (C), Title 1 of the Maine Revised Statutes - Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency; [1987, c. 477, §3 (AMD).]
7. Manager Report
 - Review of Financial Statements FY 16
 - Financial Summary September 2015 (FY 16)
 - Tonnage Summary September 2015 (FY 16)
 - Statistical Data, September 2015 (FY 16)
 - Statement of Revenue & Expenses – September 2015 (FY 16)
 - Statement of Cash Balances – September 2015 (FY 16)
 - Summary Analysis of All Tons – July 1, 2015 – September 2015
8. Other Business:

Future Meetings:

Finance Committee Meeting: October 19 th , 2015 @ 4PM	Full Board Meeting: March 17 th , 2016 @ 4PM
Recycling Committee Meeting: November 5 th , 2015 @ 4PM	Recycling Committee Meeting: March 24 th , 2016 @ 3PM
Finance Committee Meeting: November 10 th , 2015 @ 3PM	Finance/Budget Workshop: March 24 th , 2016 @ 4PM
Executive Committee Meeting: November 10 th , 2015 @ 4PM	Audit Committee Meeting: April 21 st , 2016 @ 3PM
Executive Committee Meeting: December 17 th , 2015 @ 4PM	Full Board Meeting: April 21 st , 2016 @ 4PM
Finance Committee Meeting: January 12 th , 2016 @ 4PM	Finance Committee Meeting: May 19 th , 2016 @ 3PM
Full Board Meeting: January 21 st , 2016 @ 4PM	Executive Committee Meeting: May 19 th , 2016 @ 4PM
Recycling Committee Meeting: January 28 th , 2016 @ 4PM	Recycling Committee Meeting: May 26 th , 2016 @ 4PM
Executive Committee Meeting: February 11 th , 2016 @ 4PM	Full Board/Annual Meeting: June 16 th , 2016 @ 11:30AM

The Board of Directors may wish to go into Executive Session for any of the above items under Section 405 of Title 1 of the Maine Revised Statutes ([per the following legislative website: http://janus.state.me.us/legis/statutes/1/title1ch13sec0.html](http://janus.state.me.us/legis/statutes/1/title1ch13sec0.html).)

10/8/2015 3:18 PM

Memorandum

DATE: June 25th, 2015
TO: Chairman and Members of the Board
FROM: Kevin H. Roche, CEO/General Manager
SUBJECT: Minutes of the Annual Board of Directors – June 18th, 2015

The Annual Meeting of the **ecomaine Board of Directors** was held on the date noted above. Jim Gailey, Chairman welcomed all in attendance.

Recognition and Presentation of Gifts:

Jim Gailey, Chairman of the Board of Directors recognized the service of retired board members Susan McGinty and Gary Foster. Chairman Gailey also thanked the committee chairs for their work during this past year.

Jim Gailey introduced the new board members, William Shane who will serve as replacement for Susan McGinty, Town of Cumberland and Deborah Cabana will replace Gary Foster for the Town of Gray on **ecomaine's** Board of Directors.

The meeting was called to order by Jim Gailey, Chairman.

Item #1: Minutes:

Richard Brobst motioned to accept the minutes as written. The motion was seconded by Dave Morton. All in favor.

Item # 2: Committee Reports:

Gary Foster provided a summary of the Audit Committee activity over the last fiscal year.

Matthew Frank provided a summary of the financial developments over the last fiscal year.

Erik Street provided a summary of the achievements of the recycling committee and the community outreach.

Dave Morton provided a summation of the nominating committee recommendations to the board for Officers and Chairs for the upcoming fiscal year.

Item # 3: Vote on the Officer and Committee Appointments

Jim Gailey provided the board with the following modifications to the Officers and Committee. Dave Morton will serve as representative for District 1 on the Executive Committee and Shawn Babine, Scarborough will serve on the Audit Committee.

Jim Gailey called for a motion to accept the Officers and Committee for FY 16.

Len Van Gaasbeek motioned to accept. The motion was seconded by Dave Cole. All in favor.

(Attachment – Approved Committees 2015)

Item #4: Guest Speaker – Sara Bixby:

Sara Bixby, Deputy Director of SWANA (Solid Waste Association of North America) shared her perspectives on the issues of the ongoing need to improve safety and education in the solid waste industry.

Item # 5: Kevin Roche, CEO:

Kevin Roche acknowledged and thanked the four employees who will be retiring for their service to **ecomaine**. The employees were Jay Dientes, Tom Raymond, Bud Waldron & KT Snyder.

Kevin gave an overall summary of the accomplishments over the past year and shared the goals of **ecomaine** for the upcoming year. He specifically addressed **ecomaine's** goals as reflected in our five year plan consistent with our mission statement.

Meeting was adjourned.

Present:

Dennis Abbott, Shawn Babine, Maxine Beecher, Alan Bradstreet, Richard Brobst, Mike Bobinsky, Linda Boudreau, Dave Cole, Dennis Doughty, Gary Foster, Matthew Frank, Jim Gailey, Caleb Hemphill, Suzanne Knight, Susan McGinty, Mike McGovern, Troy Moon, Dave Morton, Rod Regier, Mike Shaw, Erik Street & Len Van Gaasbeek



APPROVED COMMITTEES FY 2015-2016

Officers & Members of the Executive Committee

- | | | <u>Term Exp.</u> |
|-----------------------------------|--|------------------|
| • Jim Gailey, Chairman | | 06/30/2016 |
| • Troy Moon, Vice Chairman | | 06/30/2016 |
| • Matthew Frank, Treasurer | | 06/30/2016 |
| • Michael Shaw, Secretary | | 06/30/2016 |
| • Michael McGovern, Past Chairman | | 06/30/2016 |
| • Dave Morton | <u>District 1</u> - Bridgton, Casco, Gray and Harrison | 06/30/2018 |
| • Len Van Gaasbek | <u>District 2</u> - Hollis, Limington, Lyman & Waterboro | 06/30/2018 |
| • Anthony Plante | <u>District 3</u> - Gorham & Windham
(Dave Cole – Alternate) | 06/30/2018 |
| • Erik Street | <u>District 3</u> – Cumberland, Freeport
North Yarmouth, Pownal & Yarmouth
(Richard Brobst – Alternate) | 06/30/2018 |
| • Caleb Hemphill | <u>District 5</u> - Falmouth & Cape Elizabeth | 06/30/2017 |
| • Michael Bobinsky | Portland | 06/30/2018 |
| • Edward Suslovic | Portland | 06/30/2018 |
| • Shawn Babine | Scarborough | 06/30/2018 |
| • Linda Boudreau | South Portland | 06/30/2018 |

Committees

Audit Committee	Finance Committee	Recycling & Outreach
Chair – Michael Shaw	Chair – Matthew Frank	Chair – Erik Street
Shawn Babine	Dennis Abbott	Maxine Beecher
Linda Boudreau	Michael Bobinsky	Susan Bernier
Michael Bobinsky	David Cole	Alan Bradstreet
David Morton	Len Van Gaasbeek	Richard Brobst
	Jim Gailey	Dennis Doughty
	Suzanne Knight	Caleb Hemphill
	Troy Moon	Maureen McDevitt
	Anthony Plante	Troy Moon
	Rodney Regier	Edward Suslovic
	William Shane	Travis Wagner
	Mike Shaw	