



Maine ASBO

<http://www.measbo.org/>

March 3, 2023

Meeting Agenda

Calumet Club

334 West River Road

August, Maine 04330

Wi-fi Network – Calumet5G

Password – calumet22

8:30 Registration & Continental Breakfast

9:00 Board of Directors Welcome

Welcome – Introductions

Board Chairman Report and Updates

Minutes – November 4, 2022

Treasurer's Report

Committee Reports

9:20 Vendor Spotlight – Chris Whitaker – Canon Solutions America

9:30 Business Manager Discussion

This will be an open roundtable discussion with various business managers discussing topics including payroll, human resource, accounting, food service and preparing for your audit. This session is intended to be interactive so please bring your questions and topics you would like to have discussed so that we can all learn together.

10:15 Break

10:30 Commissioner of Education – Pender Makin – Maine Department of Education

We will be welcoming Commissioner Makin to our meeting to discuss updates with the Maine Department of Education that affect Maine school business managers. She will update the group on any recent changes as well as items to be aware of moving forward. If you have specific items you wish to make sure are covered please email Maine ASBO and we will share those with Pender ahead of the meeting.

11:10 Update from Maine DOE Finance – Paula Gravelle – Director of School Finance

Paula will be reviewing information about the fiscal 2024 ED-279 reports. She will also discuss the importance of meeting various reporting deadlines and the timeline for fiscal reporting. There will also be time for Paula to answer your questions.

11:45 Ask the Maine ASBO Board of Directors

This is time for members to ask about topics or to provide suggestions to the Board of Directors

11:55 Closing Remarks and Future Meetings

12:00 Adjournment

Thank you to Chris Whitaker and Canon Solutions America for being our Breakfast Sponsor!

Attention Vendor Members! If you would like to sponsor a future meeting, please contact Colin Walsh at colinwalsh@rsu57.org. Vendor Sponsors will be given the opportunity for a "Vendor Spotlight" as part of the meeting you sponsor.



MeASBO

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November 4, 2022

Minutes

Video Recording of Meeting:

Meeting Video - November 4, 2022

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Attendees:

Dawn Pooler	Tina Plummer	Mary Ross	Colin Walsh
Tom Seekins	Andrea Disch	Sybill Brewer	Lynne Cary
Sherry Moody	Sherrie Proctor	Kristal Flagg	Tammy Bureau
Bill Grant	Susan Bell	Barbara Grindle	Kelly Wentworth
Michele Grant	Cheryl York	Stacie Field	Jason Simcock
Lori Glidden	Sue Walls	Brenda Richter	Stacey Webster
Zak Harding	Deb Roberts	Katie Gourley	Bridget Hopkins
Diane Boucher	Adam Hanson	Haley McCraten	Hollis Cobb
Mandy Fitzgerald	Dhyana Blanchard	Jim Chasse	Karen Kusiak
Anita Folckemer			

8:30 Registration & Continental Breakfast

9:00 Board of Directors Welcome

- Welcome - Introductions
 - Colin Walsh opened the meeting, welcomed everyone and introduced the board members.
 - Acknowledgment and thank you to the Calumet Club for the use of their facility.
- Board Chair Report and Updates
 - MSMA conference happened October 27th and 28th with great educational opportunities.
 - Special thanks to Andrea Disch for her support and dedication to MEASBO.

- Meeting will be recorded and posted on the MEASBO website. See link above to view this meeting.
- Please send ideas or communications to maineasbo@gmail.com.
- [Minutes, September 23, 2022](#)
- [Treasurer's Report September 30, 2022](#)
- Committee Reports
 - Legislative - Zach Harding. Welcome to Stacie Field who is a new member of the committee. Zach and Stacie will work together in hopes of getting information out to members.
 - Technology and Professional Development - this committee has very low participation. If interested in volunteering please send an email to maineasbo@gmail.com.
 - Tri-State - Conference will be held in Burlington, VT May 17-19. A survey will be going out asking for ideas.

9:20 Vendor Spotlight - Tom Seekins Energy Management Consultants

- Tom Seekins gave a presentation on solar energy and ways his company can assist in lowering utility costs for school districts. [Renew America's Schools](#)

9:30 Maine PERS – Dave Jones - Maine PERS Specialist

- [Maine PERS Presentation](#)

10:10 Break

10:25 Cyber Security for Business Managers - Jim Chasse - Maine MLTI Technology Infrastructure Specialist

- [Presentation](#)

11:10 Updates for ESEA Programs- Cheryl Lang - ESEA Federal Programs Coordinator

- [Presentation](#)

11:55 Closing Remarks and Future Meetings

12:07 Adjournment

Thank you to Tom Seekins and Energy Management Consultants for being our Breakfast Sponsor.

Attention Vendor Members!

If you would like to sponsor a future meeting please contact Colin Walsh at colinwalsh@rsu57.org. Vendor Sponsors will be given the opportunity for a “Vendor Spotlight” as part of the meeting you sponsor.

MeASBO TREASURER'S REPORT

As of January 31, 2023

10/1/2022 Beginning Balance \$ 58,646.02

Receipts:

10/3/2022 Membership Dues	\$ 400.00	
10/24/2022 Deposit into new Androscoggin Acct from TD Bank	\$ 40,000.00	
10/24/2022 Membership Dues	\$ 2,299.00	
11/4/2022 Membership Dues	\$ 600.00	
12/15/2022 Membership Dues	\$ 300.00	\$ 43,599.00
		<u>\$ 102,245.02</u>

Expenditures:

10/24/2022 Ck 1243 Transfer to new Androscoggin Acct	\$ 40,000.00	
11/3/2022 Ck 1244, Dawn Pooler, Supplies	\$ 97.78	
11/4/2022 Ck 1245, Le Club Calumet, Nov 4th meeting	\$ 876.00	
11/28/2022 Ck 1246, Drummond Woodsum, 501C3 Status	\$ 120.12	
12/19/2022 Ck 1247, Tyler Technologies, Database set up	\$ 587.50	
Bank Fee (\$3 per month)	<u>\$ 12.00</u>	
		\$ 41,693.40
1/31/2023 Ending Balance		<u><u>\$ 60,551.62</u></u>
1/31/2023 TD Bank		\$ 17,252.62
1/31/2023 Androscoggin Bank		<u>\$ 43,299.00</u>
Bank Balance		<u><u>\$ 60,551.62</u></u>
Difference		0.00

Respectfully Submitted by Sherrie Proctor, Treasurer

2/16/2023