



2016 Annual Business Meeting

Ramada Inn, Lewiston, Maine

Tuesday, February 23, 2016

Meeting was held at the Ramada Inn in Lewiston, Maine. The business meeting began at 10:20am. A call to order was made by Tim Wade, President

The 2015 meeting minutes had been previously emailed to the members. A motion was made and seconded to accept the minutes. The minutes were unanimously approved.

Treasurer's Report:

Roger St. Amand presented the Treasurer's Report from 2015. We started the year with \$11,323.65 cash on hand. The Fidelity mutual fund was \$14,992.43 with total assets of \$26,316.08. With a total income of \$11,950.00 and a total expenses of \$8,727.41, the net profit was \$3,222.59. Cash on hand on December 31, 2015 was \$14,546.24 and the mutual fund was \$15,750.85 with assets totaling \$30,267.09.

There were additional expenses this year including the purchase of a PA system for workshops and for website renovation and hosting. These expenses were approximately \$1,400.

A motion was made and seconded to accept the treasurer's report as read. The report was unanimously approved.

Golf Tournament:

The 25th anniversary golf tournament was held on Friday, June 19th. Presby Environmental and Maine Septic and Pumping sponsored lunch and MASE provided all players with complimentary beer tokens. The 26th annual golf tournament will be held on Friday, June 17th, 2016.

Sebago Lake Workshop:

The Sebago Lake workshop was organized by Dave Rocque and held on Wednesday, September 9, 2015. It was a warm day and discussions were lively. There will be another workshop held on Wednesday, September 7, 2016.

MASE Field Day:

The MASE Field Day was held on Friday, September 25, 2015 at the Goodwill-Hinckley school in Fairfield, Maine. Presby Environmental put on a presentation and sponsored lunch.

Website:

The website was renovated and there was almost 275,000 visits in 2015. Tim stated that MASE is now using the website to distribute announcements. This puts the responsibility on the members to keep the information updated.

Internship:

The MASE board did not make much progress with this in 2015. They welcome any suggestions from the membership.

By-Laws Updates:

Dave Moyses presented the updates which were mostly grammatical and gender neutral changes. The by-laws state that we are a 501(c)(3) non-profit and we fit into the education category of a trade organization status of a 501(c)(6). George Bouches stated that the Land Surveyors Association is a 501(c)(6) organization and they have to file a tax return. It was reported that our federal tax id number is not recognized. These items will be looked into in 2016.

Definition of a voting member was clarified as a paid member in good standing. The key officers, President, Vice President, Secretary, and Treasurer are changing to a 2-year term and directors will serve a 1-year term. A quorum will be defined as more than 50% majority. The committees were consolidated and changed to 4: Nominating, Public Relations (PR), Legal/Legislative, and Technical. Roberts Rules of Order and Conflict of Interest sections were added. The Board's authority to spend up to \$5,000 was added, over \$5,000 would require membership approval. A motion was made and seconded to accept the constitution changes as presented and have the board finalize the amendments once all the research is completed on the tax id status. The motion was unanimously approved.

Donations:

The Envirothon sent Tim a letter asking for a donation of \$1,100. A motion was made and seconded to donate \$1,100 to the Envirothon. Engineers Without Borders (UMaine) asked for support for a drinking water supply project. The board recommended not supporting this project because it was not related to septic systems. It was motioned and seconded to not support EWB for this project. 1 opposed, motion approved.

MASE Media Relations Director:

There were discussions on this job description and payment as a contractor. The pay would be \$100, paid quarterly. The Board will consult a tax advisor to determine what needs to be done for taxes. This is primarily a website update position. Members recommended asking for proposals for the job description. There was a motion made and seconded to accept the media relations position with an amendment to create an RFP (Request For Proposal) instead of the proposed stipend. The motion was unanimously approved.

Slate of Officers:

Dave Moyses proposed a Slate of Officers: President – Tim Wade, Vice President – Dave Moyses, Treasurer – Roger St. Amand, Secretary – Gary Fullerton, Director – Bonnie Cobb, Director – Richard Green, Director – Russ Martin, Past President – Dale Knapp. Russ Martin is a new board member, the remaining nominees currently serve in their respected positions. A motion was made and seconded to accept the slate of officers as presented. The slate was unanimously approved.

There were special recognitions for Earl Rafuse, Amy Jones, and Tim Wade with gifts presented.

Meeting adjourned at 11:25am.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Gary M. Fullerton". The signature is fluid and cursive, with a long horizontal stroke at the end.

Gary M. Fullerton, Secretary