

AGENDA

SOUTHERN MAINE PLANNING AND DEVELOPMENT COMMISSION

EXECUTIVE COMMITTEE

June 6th, 2024

SMPDC Conference Room, Saco Island, ZOOM
9:00 AM - 10:00 AM+/-

1. Minutes of the April 25th meeting.

The minutes for the meeting are enclosed.

Move to accept the minutes of April 25th.

2. Executive Session –Personnel

Motion to go into Executive Session to discuss a Personnel Issue

3. Treasurer’s Report

There are a few items for the Treasurer’s report.

We have included:

- 1. The accounting “dashboard” for April 2024.*
- 2. The most recent Financial Statement from QuickBooks*
- 3. The most recent loan activity and info*

Move to accept the most recent financial reports.

4. 2024-2025 Budget

I have enclosed the proposed budget for the upcoming year. We have tried to be conservative with this (ie not presupposing the receipt of certain grants, etc). As you all know it can change during the course of our fiscal year. We have include 5% raises for employees which is achievable and will help with employee retention. We have not filled as our vacant Community

Planner position. However we have hired a Principal Planner, Jamel Torres, whose resume I will be sending you shortly. At this point as we await a new ED we are looking at re-categorizing some roles (or at least titles).

Other items remain more or less the same. The Finance Committee has reviewed the budget.

Motion to move the budget forward to the Annual Meeting for adoption.

5. Board Members

I have enclosed the list of present Board members. We may want to consider some additions moving forward. Denise no longer works for South Berwick so that is an open position. We could probably use another Board member from that area which I can work on. These can be brought forward at the Annual Meeting.

6. Annual Meeting

*The SMPDC 60th Anniversary Annual meeting will take place on Wednesday, June 26th from 5-8 at Rustic Dreams in Lyman (off Rte 111). It should be a fairly momentous affair as we are putting together a thoroughly researched history of SMPDC, with videos and anecdotes from some legendary staff and other collector items from our past. It should be **FUN**.*

Please try to attend and let others in your community know as well.