

**ESMEC**  
Eastern Shore of Maryland Educational Consortium  
**ENERGY TRUST**

202 Chesterfield Avenue • Centreville, MD 21617 • (P) 410-758-2403, ext. 132 • (F) 410-758-0046 • E-Mail: consor@qacps.k12.md.us

Milton E. Nagel, C.P.A., Vice Chairman  
R. Allan Gorsuch, Ed.D, Manager

**September 16, 2004**  
**MINUTES**

- I. Call to Order and Quorum** – A quorum was established by Chairman Mark Miller. Present were: Vince Tolbert, Charles Connolly, Kelly Wood, Robin Landgraf, Tony Cucina, Milton Nagel, Laurie Dale, Rodger Daugherty.

Also present: Allan Gorsuch, Manager, Allison Canada and Vivian Anders.

- II. Approval of Minutes** – Upon a motion by Charles Connolly, seconded by Robin Landgraf, the June 9, 2004 minutes were unanimously approved.

- III. Other Issues** - Allan Gorsuch advised he had a conflict with the October 14 meeting date being same date as a presentation on the Energy Trust at MACo. All agreed the next meeting would be held on November 11, 2004.

Allan Gorsuch reported on Facilities Update Forms not received and asked that those who have not returned the form to make every attempt to get the information updated and return to ESMEC as soon as possible.

- IV. Finance Report** - Robin Landgraf distributed copies of the finance report dated 8/31/04 and reviewed. Upon a motion by Charles Connolly, seconded by Tony Cucina the 8/31/04 finance report was unanimously approved for use by the Audit Committee.

***Please note: All '05 Energy Trust Assessment Fees have been received. Mention was made of those accounts not current. Since the meeting those payments have been received and recorded.***

- V. Consultant Services** - Allan Gorsuch discussed the Scope of Services as revised from Chip MacLeod and the responses received regarding the same.

After discussion it was decided to form a Sub-Committee to review responses and conduct interviews. Mark Miller asked for volunteers. Those on the committee will be:

- Rodger Daugherty
- Mark Miller
- Kelly Wood
- Robin Landgraf

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(Letters (16) and information regarding the ESMEC Energy Trust were mailed that afternoon to those responding to a request for Scope of Services with a response date of Friday, October 8, 2004.)

The Sub Committee meeting will meet on Tuesday, October 19, 2004 at 9:30 a.m.

- VI. ESCO Selection** - Allan Gorsuch handed out RFP's from each of the four ESCO's and reminded all participants the objective of the ESMEC Energy Trust is to create a partnership agreement that will bring benefits, that can and will deliver quality services based upon what the members want.

Allan Gorsuch asked the Trustees to review the four documents and then discuss observations. After review and considerable discussion, Kelly Wood suggested they be able to take the RFP's back to their counties and review with their staff, thereby taking a harder look at the contents before making a decision. All agreed and it was decided they would rank the four ESCO's at the November 11th meeting and make a decision then.

- VII. Account Placement Update** - Allan Gorsuch explained why some account weren't placed and advised, that for those that were placed the 5% assessments would be invoiced shortly. Mark Miller expressed that all members do benefit regardless of whether they had accounts placed or not, explaining that for those not placed, they are assured of being charged the best price for electric.

Allan Gorsuch asked all members to double check data going to Downes Associates and stressed the importance of the accuracy of information when transferred to a new consultant.

- VIII. Budget to Actual - FY 2004** - Copies distributed in packet of information.

- IX. Revised Bylaws** - A revised copy of the Bylaws was included in packet of information.

- X. Marketing** - a.) Allan Gorsuch updated members on feedback from the Library Association. Advised them they would each pay the \$500.00 application fee and that the Trust would have to look at the report on total Kwh and compare to current membership to come up with a fair fee to charge them as a group for their participant fee.

b.) MICUA - Allan Gorsuch updated members on presentation made to Maryland Independent College & Universities Association. If they contact the Trust, we may want to look at a business contract with them.

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c.) Wicomico County Government - Allan Gorsuch advised they feel they are already doing what they need to do.

**XI. PSC/Legislative Issues** - Opt-Out Legislation - Allan Gorsuch briefly explained situation with a supplier that went into Chapter 11 and their attempt to successfully appeal decision by the PSC and the result thereof. He also reviewed the attempt by one or more suppliers to obtain concessions to prevent Opt-Out legislation.

**XII. Communications** - a.) Choptank Amounts - Allan Gorsuch advised that he had asked Downes Associations to make a formal inquiry as to why suppliers are not bidding on Choptank Accounts.

b.) Discussed information regarding Downes Associates' relationship with the St. Michaels Utility Commission and their relationship with one of the Trust members.

**XIII. Other** - Allan Gorsuch advised he will update the Press Release and distribute to newspapers as soon as possible.

Allan Gorsuch again disclosed his relationship with E.E.I. and reminded the Trustees that his sales commission, if any, is paid to ESMEC.

Allan Gorsuch advised that Downes Associates termination date is effective November 11, 2004.

There being no further business, the meeting was adjourned at 12:15 p.m.

The next meeting is scheduled for Thursday, November 11, 2004 at 9:30 a.m. at the Queen Anne's County Board of Education.

Respectfully submitted,

R. Allan Gorsuch, Ed.D.  
Manager, ESMEC Energy Trust