



Memorandum

October 30, 2024

To: Board of Trustees
From: Michael Stoddard, Executive Director
Greg Leclair, Director of Finance & Administration
Re: Standing Authorization to Open Bank Accounts

Proposed Motion

Move to authorize the Executive Director or their designee to open bank accounts or segregate specific funds into separate accounts, as needed to efficiently execute the banking duties of the Trust, and require Trust Staff to inform the Board of any such activities at the Board's next regularly scheduled meeting.

Background

The Efficiency Maine Green Bank is now operating multiple initiatives using multiple funding sources. These include the Trust's existing ARRA-funded Revolving Loan Funds for Residential customers, Small Business loans funded by electric procurements, as well as newly designed initiatives for Commercial PACE Loans, Municipal and School Leases, and Manufactured Home Heat Pump financing. Additional federal funding from the US EPA's Green House Gas Reduction Fund (GGRF), and the US DOE's Energy Efficiency Revolving Loan Fund (BIL RLF) will further expand our financing offerings.

With the varied sources of funding, particularly those that are federal in nature, it is necessary to keep these principal funds segregated from each other by utilizing multiple bank accounts. This will ensure that any interest income earned is credited to the appropriate funding source and will ensure that funds are easily identifiable and simple to reconcile. Any accounts opened will maintain the same level of security as our current accounts, including segregation of duties, daily/weekly dollar limits on transfers, etc.

The Executive Director and the Director of finance recently approached Camden National Bank to open seven (7) accounts intended to facilitate the mechanics of the various loan funds. Those accounts are as follows:

- 3 accounts to manage the GGRF Loan funds: one account to house the principal balance, a second to disburse loan funds, and a third to receive payments.
- 3 accounts to manage the BIL RLF Loan funds: one account to house the principal balance, a second to disburse loan funds, and a third to receive payments.
- 1 account necessary to bring in house the ARRA-Better Buildings Loan Disbursement Account, previously held by National Energy Improvement Fund (NEIF) on our behalf, as we transition to a

new lending service provider.

After meeting with the representatives at Camden National Bank, Staff has been advised that going forward, the bank is seeking evidence that the Board has authorized the opening of accounts. The motion above seeks to put in place a standing authorization to open accounts as needed, with the requirement that the Executive Director or the Director of Finance will report any such occurrence at the next regularly scheduled meeting of the Board of Trustees, whereupon the notification and the establishment of the accounts will be memorialized in the meeting minutes.