



**Board of Trustees Regular Board Meeting
Camano Island Mosquito Control District
Thursday October 17, 2019
4:00– 5:00 P.M.
Camano Center- 606 Arrowhead rd. Camano Island, WA**

Minutes

Opening of Meeting

Call to Order – Jay announced that Boyd would not be at this meeting so he would go ahead and run through the agenda. 4:02 PM October 17, 2019

Roll Call –Pat Campbell, Bruce Trimble, William Watkins, Jay Lawrence.

Review / Approval of last meeting minutes – Jay asked for a review of the September 19 meeting minutes. Pat pointed out the minutes heading said Agenda rather than minutes, Jay will correct. Bruce moved to approve the minutes as submitted, William second, all in favor. Motion passed.

Review / Approval of Agenda – Pat made a motion to approve the meeting agenda. Bruce second, all in favor. Motion passed

Review/Approval of Expenditures – Jay passed the vouchers around for signatures and stated that there are \$7,244.56 in vouchers. William made a motion to approve the vouchers, Pat second, all in favor, motion passed.

September 2019

Name	Warrant (Check) Number	Amount	Date
Bank of America Credit Card	571364	\$287.35	9/25/2019
Camano Senior Services Association	571365	\$20.00	9/25/2019
WA State Auditor’s Office	571367	\$1,201.20	9/25/2019
WA Dept. of Ecology	571368	\$647.00	9/25/2019
	Total	\$2,155.55	

Review/Approval of payroll – Bruce made a motion to approve the payroll voucher William second, all in favor, motion passed.

Payroll September 2019

Name	Warrant (Check) Number	Amount	Date
Jay Lawrence payroll	571366	\$5,089.01	9/25/2019
	Total	\$5,089.01	

Total of all vouchers- \$7,244.56

1) **New Business** – 2020 Budget



- a) Review Budget Hearing/Workshop Minutes Jay asked for a review of the budget Hearing/Workshop minutes. Pat made a motion to approve the hearing/workshop minutes, Bruce second, all in favor, motion passed.
 - b) Review proposed 2020 budget Jay asked for the board to review the proposed 2020 budget. No changes were indicated.
 - c) Discuss and vote on Manager salary increase. A 3% increase was part of the budget proposal. Bruce asked what was the last increase and was that last year? 3% and Yes that was last year.
 - d) Bruce made a motion to accept the manager salary increase as shown in the proposed 2020 budget, 3% increase. Pat second. All in favor, motion passed.
 - e) Review budget resolutions Jay passed out the two resolutions for review. No changes were indicated.
 - f) Vote on proposed 2020 budget William made a motion to approve the budget as printed, Bruce second, all in favor, motion passed.
 - g) Sign Resolution 101719-A Classifying properties for the mosquito district 2020 assessment. The board members signed the resolution 101719-A
 - h) Sign Resolution 101719-B Resolution Establishing the assessment, collection, and disposition of revenue for 2020 Budget The board members signed the resolution 101719-B
- 2) Continuing Business –**
- a) Board member still needed – a new press release will be going out advertising for three positions. The information in the press release form Island County to the Stanwood Camano News was inaccurate and Jay worked with the county to correct errors.
 - b) Board terms for Boyd and Duffy are ending at the end of 2019. If you would like to reapply Jay has the paperwork Boyd and Williams terms are ending at the end of this year. Jay has forms if either want to reapply for the position. Also passed out a new contact sheet with position numbers as well as term dates.
 - c) **Jay would like to schedule this for the January 2020 meeting.**
Open Government Trainings Act - Need to complete this. This is not a priority. Watch this as time permits after other business is completed at this meeting. Open Public Records act basics – RCW 42.56 – video 30 minutes <https://www.youtube.com/watch?v=Gcm1tue16Qk>
- 3) Financial report - Balance September 30, 2019 = \$47,712.92-** Jay reviewed the financial balances. Jay asked for a motion to approve the financial report. William made a motion to approve the financial report, Pat second, all in favor, motion passed.

Receivables Tax year	September 2019 Income	Amount Receivable
2013	\$0	\$56.25
2014	\$0	\$55.15
2015	\$0	\$61.46
2016	\$30.71	\$184.28
2017	\$63.08	\$946.20
2018	\$62.61	\$1,301.10
2019	\$1,546.40	\$44,868.20
Total Income	\$1,702.80	
Total Receivable		\$47,472.64



Next Regular Meeting Thursday November 21, 2019. Camano Senior and Community Center at 4:00 PM – 5:00 PM

Jay asked if there was anything else that anyone had to add. Closed the meeting at 4:26 PM.