



**Board of Trustees Regular Board Meeting
Camano Island Mosquito Control District
Thursday November 17, 2022
2:00– 3:00 P.M.
Camano Center- 606 Arrowhead rd. Camano Island, WA**

Minutes

Opening of Meeting

- **Call to Order 2:03PM**
- **Roll Call – Bruce Trimble, Patricia Campbell, Bill Watkins, Boyd Kallicott, Jay Lawrence**
- **Review / Approval of last meeting minutes – Bruce made a motion to approve the last meeting minutes, Bill seconded, all in favor. Motion carried. Two sets of minutes, one for Budget that will be reviewed later and one the regular meeting from the last regular meeting.**
- **Review / Approval of Agenda – Patricia made a motion to approve the meeting agenda, Bill seconded, all in favor. Motion carried.**
- **Review Expenditures**

• **Vouchers**

Name	Warrant (Check) Number	Amount	Date
Bank of America Credit Card	620525	\$495.47	9/21/2022
Northwest Mosquito and Vector Control Association meeting	620526	\$250.00	9/21/2022
WA Department of Ecology	621372	\$682.00	10/12/2022
MV Books LLC	622472	\$160.00	10/17/2022
Bank of America Credit Card	622764	\$354.42	11/9/2022
Total		\$1,941.89	

- **Approval of Vouchers – Bill made a motion to approve the vouchers, Bruce seconded the motion all in favor. Motion carried.**

• **Payroll**

Name	Warrant (Check) Number	Amount	Date	Frequency
Jay Lawrence Payroll	620860	\$5,435.08	9/28/2022	Monthly
Fed Withholding, Social Security, and Medicare	EFT	\$1,788.68	9/9/2022	Monthly
Jay Lawrence Payroll	622471	\$5438.08	10/28/2022	Monthly
Fed Withholding, Social Security, and Medicare	EFT	\$1788.70	10/07/2022	Monthly
WA State Dept Of Labor & Industries	ACH	\$262.49	7/29/2022	Quarterly
Employment Security - WA Paid Family Medical Leave	ACH	\$88.44	10/24/2022	Quarterly



Employment Security - WA Administration fund	ACH	\$46.31	10/17/2022	Quarterly
	Total	\$14,847.78		

- Approval of payroll Expenditures – Bruce made a motion to approve the payroll expenditures, Patricia seconded the motion, all in favor. Motion carried

Total Expenditures - \$ 16,789.67

1) New Business –

- a) Review / Approval of Budget Hearing/Workshop minutes Patricia made a motion to approve the budget hearing/workshop minutes, Bill seconded, all in favor. motion carried.
- b) 2023 Budget
 - i) A 3% salary increase for the manager was included in the draft budget. Bill made a motion to approve a 3% salary increase for the manager, Patricia seconded the motion, all in favor. Motion carried.
 - ii) Review ~~2022~~ 2023 Budget. After a review of the 2023 budget proposal Bill made a motion to approve the 2023 budget for \$122,000.00, Bruce seconded the motion, all in favor. Motion carried.
 - iii) Review Budget Resolutions After review of the Budget resolutions Patricia made a motion to approve the resolutions 111722A and 1117722B, Bruce seconded the motion, all in favor. Motion carried.
 - (1) Sign Resolution 111722-A Resolution signed by all
 - (2) Sign Resolution 111722-B Resolution signed by all
- c) Jay will forward the documents to Island County.

2) Continuing Business-

- a) Still need another Board Member.
- b) Terms are up at the end of the year for Boyd and Duffy. Both said they want to continue on the board. Jay will let the county commissioners know they would like to continue.

3) Manager Report

- a) The Role of an Effective Board Member Webinar ~ Presented by MRSC! Wednesday, January 25, 2023, 10:00 AM ~ 11:30 AM Jay will reserve the meeting room at the Camano Island Library for viewing the Webinar.
- b) Office repairs and painting Jay made some needed repairs to the office building, repair of wood rot at the base of the door and caulked and painted the outside of the building. Also leveled the building as one corner had sunk into the ground over the years.



Financial report Jay went over the financial report

Balance September 30, 2022 - \$47,067.33

Receivables Tax year	September 2022 Income	Amount Receivable
2018	\$0	\$5.37
2019	\$0	\$64.43
2020	\$35.32	\$697.31
2021	\$33.63	\$ 1,009.10
2022	\$1,508.41	\$ 48,081.78
Total Income	\$1,577.36	
Total Receivable		\$49,857.99

Balance October 31, 2022 - \$83,766.75

Receivables Tax year	October 2022 Income	Amount Receivable
2018	\$0	\$5.37
2019	\$0	\$64.43
2020	\$33.74	\$663.57
2021	\$100.92	\$ 908.18
2022	\$39,170.21	\$ 8,840.70
Total Income	\$39,304.87	
Total Receivable		\$10,482.25

Boyd offered to let another board member serve as chairperson if they wanted.

Next Regular Meeting scheduled for Thursday December 15, 2022. Camano Senior and Community Center at 2:00 PM –3:00 PM

Meeting closed at 2:50 PM