



Board of Trustees Regular Board Meeting
Camano Island Mosquito Control District
Thursday December 19, 2024
2:00– 3:00 P.M.
Camano Center- 606 Arrowhead rd. Camano Island, WA

Minutes

Opening of Meeting

- **Call to Order –2:05 PM**
- **Roll Call – Bruce Trimble, Theresa Fletcher, Bill Watkins, Patricia Campbell, Jay Lawrence**
- **Review / Approval of last meeting minutes –Bill made a motion to approve the meeting minutes, Theresa seconded, all in favor. Motion carried.**
- **Review / Approval of Agenda – Bruce made a motion to approve the meeting agenda, Bill seconded, all in favor. Motion carried.**
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Review Expenditures

• **Vouchers**

Name	Warrant (Check) Number	Amount	Date
Bank Of America Credit Card	659193	\$281.06	11/20/2024
	Total	\$ 281.06	

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

• **Payroll**

Paperwork is included in the meeting portfolio for payroll expenses listed below.

Name	Warrant (Check) Number	Amount	Date	Frequency
Jay Lawrence Payroll	659651	\$6,189.29	11/27/2024	Monthly
Fed Withholding, Social Security, and Medicare	EFT	\$1,995.24	11/8/2024	Monthly
	Total	\$8,184.53		

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

Total Expenditures - \$8,465.59



1) New Business –

- a) Interim District Management – Jay has a proposal for a post-retirement arrangement. Jay handed out a sheet listing items he will work on in part time capacity. See attached document “Proposed Employment Arrangement Post-Retirement.” Also looking at payroll rate and rate for building and truck storage. Discuss at the next meeting.
- b) County Signature Sheet The signature sheet for the county Auditor was filled out.

2) Continuing Business –

- a) Manager search update Jay is looking into options for placing ads. LinkedIn, Zip Recruiter, Indeed, etc. We talked about a newspaper article.
- b) At the previous meeting, the question of “how many acres are in the district?” It is approximately 4,800 – 5,200 acres or 7.5 – 8 Sq. miles. It’s difficult to calculate exactly due to the irregular shape of the district.
- c) Still one open position on the board. Theresa, Pat, and Bruce terms are up for renewal. Jay handed out reapplication forms.

3) Manager Report –

- a) Budget vs Actual Report January 1, 2024 – November 30, 2024. Jay presented the report.

Financial report

Balance November 30, 2024 - \$76,790.38

Receivables Tax year	November 2024 Income	Amount Receivable
2020	\$0	\$67.47
2021	\$0	\$100.90
2022	\$0	\$460.62
2023	\$0	\$ 1,102.55
2024	\$4,568.76	\$ 4,764.34
<u>Total Income</u>	<u>\$4,568.76</u>	
<u>Total Receivable</u>		<u>\$6,495.88</u>

Next Regular Meeting scheduled for Thursday, January 16, 2025. Camano Senior and Community Center at 2:00 PM –3:00 PM.

Meeting adjourned at 2:42 PM