



**Board of Trustees Regular Board Meeting
Camano Island Mosquito Control District
Thursday August 21, 2025
2:00– 3:00 P.M.
Camano Center- 606 Arrowhead rd. Camano Island, WA**

Minutes

Opening of Meeting

- **Call to Order –2:00 PM**
- **Roll Call – Patricia Campbell, Bruce Trimble, Theresa Fletcher**
- **Review / Approval of last meeting minutes –Theresa made a motion to approve the meeting minutes, Bruce seconded, all in favor motion carried.**
- **Review / Approval of Agenda – Theresa made a motion to approve the meeting agenda, Bruce seconded, all in favor. motion carried.**

Review Expenditures

• **Vouchers**

Name	Warrant (Check) Number	Amount	Date
Bank of America credit card	671685	\$1,843.37	7/23/2025
Adapco	672097	\$5,444.92	7/30/2025
Jay Lawrence	672098	\$1,000.00	7/30/2025
	Total	\$8,288.29	

- **Approval of Vouchers – Bruce made a motion to approve the vouchers, Theresa 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	672098	\$6,565.57	7/30/2025	Monthly
Social Security, Medicare, and Income tax Withholding deposit	EFT	\$2,110.04	6/17/2025	Monthly
Employment Security Department	EFT	\$65.29	7/31/2025	Quarterly
WA Cares Fund	EFT	\$140.22	7/31/2025	Quarterly
Paid Family & Medical Leave	EFT	\$159.08	7/31/2025	Quarterly



WA Department of L&I	EFT	\$395.18	7/31/2025	Quarterly
	Total	\$9,435.38		

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

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Total Expenditures - \$17,723.67

1) New Business –

- Enter Jay’s statement of intent (March 17, 2025, meeting) to continue as manager. Bruce made a motion to enter the statement of intent into the record, Theresa seconded, all in favor motion carried.
- Discussion of Salary, budget, and hiring concerning hiring of new manager. Jay has prepared scenarios for salary discussions. I have prepared a sample of four scenarios including the 2025 budget. I have left all expenditures as they are for 2025 in each example. The only changes made were to the payroll expenditures so that you can get an idea of the difference by just increasing payroll. After discussing the different payroll scenarios, the board discussed that a salary of \$140,000.00 total would be the maximum compensation package available to offer.

2) Continuing Business – Board Members needed. Jay is going to set up a meeting with Island County Commissioner St. Clair to discuss this and any other matters we have. Jay will let everybody know when this will take place. The board has 2-3 potential candidates so are going to postpone commissioner involvement.

3) Manager Report – Surveillance and treatments are ongoing. I’ve had a couple of mosquito complaints and several people that say they haven’t had any mosquito issues. Overall, the feedback is mostly positive. All areas have been very dry except for the tidal areas such as English Boom and Iverson Spit.

4) Financial report

Balance July 30, 2025 - \$67,522.48

Receivables Tax year	July 2025 Income	Amount Receivable
2020	\$0	\$67.47
2021	\$0	\$67.27
2022	\$0	\$106.29
2023	\$0	\$733.83
2024	\$123.49	\$ 1,142.26
2025	\$883.10	\$ 69,892.14
Total Income	\$1006.59	
Total Receivable		\$72,009.26

Next Regular Meeting scheduled for Thursday, September 18, 2025. Camano Senior and Community Center at 2:00 PM –3:00 PM.