



**Board of Trustees Regular Board Meeting
Camano Island Mosquito Control District
Thursday March 20, 2025
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 – Theresa Fletcher, Bruce Trimble, Jay Lawrence, Patricia Campbell**
- **Review / Approval of last meeting minutes –Bruce made a motion to approve the meeting minutes, Theresa 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
MV Books LLC	662803	\$260.00	2/5/2025
Jay Lawrence Truck Office Storage	662802	\$1,000.00	2/5/2025
Bank Of America Credit Card	663847	\$285.66	2/25/2025
	Total	\$1,545.66	

- **Approval of Vouchers – Theresa made a motion to approve the vouchers, Bruce seconded the motion, 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	663484	\$3,252.82	2/25/2025	Monthly
Social Security, Medicare, and Income tax Withholding deposit	EFT	\$1,873.82	2/25/2025	Monthly
	Total	\$5,126.64		

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



Total Expenditures - \$ 6,672.30

- 1) **New Business** –
- 2) **Continuing Business** –
 - a) District Manager position – Jay will continue as District Manager while the search continues for a replacement.
 - b) Discuss salary and office
 - i) Jay will receive a 6% salary increase to continue as District Manager. Bruce made a motion to approve the salary increase, Theresa seconded, all in favor. Motion carried.
 - ii) The board also entered into a rental agreement for office and truck storage on the Lawrence property. A rental agreement was presented and signed.
- 3) **Manager Report** –
 - a) Jay is going to order the larvicide materials.

Financial report Jay read through the financial report

Balance February 28, 2025 - \$48,854.14

Receivables Tax year	February 2025 Income	Amount Receivable
2020	\$0	\$67.47
2021	\$0	\$100.90
2022	\$0	\$460.62
2023	\$0	\$ 843.92
2024	\$370.45	\$ 2,953.27
2025	\$3090.89	\$158,909.11
<u>Total Income</u>	<u>\$3461.34</u>	
<u>Total Receivable</u>		<u>\$163,335.29</u>

Meeting adjourned at 2:25 PM

Next Regular Meeting scheduled for Thursday, April 17, 2025. Camano Senior and Community Center at 2:00 PM –3:00 PM.