



**Board of Trustees Regular Board Meeting
Camano Island Mosquito Control District
Thursday January 16, 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 – Bruce Trimble, Theresa Fletcher, Jay Lawrence, Patricia Campbell**
- **Review / Approval of last meeting minutes –Bruce made a motion to approve the meeting minutes. Theresa seconded the motion, all in favor. Motion carried.**
- **Review / Approval of Agenda – Bruce made a motion to approve the meeting agenda. Theresa seconded the motion, all in favor. Motion carried.**

Review Expenditures

• **Vouchers**

Name	Warrant (Check) Number	Amount	Date
Bank Of America Credit Card	661070	\$288.73	12/24/2024
	Total	\$ 288.73	

- **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	661071	\$6,189.27	12/24/2024	Monthly
Fed Withholding, Social Security, and Medicare	EFT	\$1,995.28	1/6/2025	Monthly
	Total	\$8,184.55		

- **Approval of Payroll Expenditures – Theresa made a motion to approve the payroll expenditures, Bruce seconded the motion, all in favor. motion carried.**
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Total Expenditures - \$ 8,473.28



1) New Business –

- a) Meeting with Isabella Loy Assistant Editor/Reporter Stanwood Camano News.

All agreed to meet with Isabella, the meeting will be at the Camano Center, Thursday January 23 at 12:00 noon.

2) Continuing Business –

- a) Interim District Management –

Continue to advertise for manager position.

- b) Jay proposed a post-retirement arrangement for payroll and storage of truck and building.

- i) Has the board decided on Jay’s proposal?

The board has agreed to the following;

(1) Work part-time until the 2024 annual report is completed (end of March) at \$100/hour, working 8 hours per week or 32 hours per month.

(2) Beyond March, continue to pay bills until other arrangements are made, including:

(3) Submitting vouchers, sending checks, and preparing vouchers for board signatures.

(4) Maintaining accounting records in QuickBooks.

(5) I may be open to offering drone applications if necessary.

- ii) Jay will receive \$1,000.00/month for office and truck storage starting January 2025 until other arrangements are made.

- c) Still one open position on the board. Theresa, Pat, and Bruce terms are up for renewal.

All want to continue serving on the board of trustees.

3) Manager Report –

Jay will start the Annual Report next week.

Financial report

Jay read through the financial report.

Balance December 31, 2024 - \$64,553.85

Receivables Tax year	December 2024 Income	Amount Receivable
2020	\$0	\$67.47
2021	\$0	\$100.90
2022	\$0	\$460.62
2023	\$221.68	\$ 880.87
2024	\$823.22	\$ 3,941.12
Total Income	\$1,044.90	
Total Receivable		\$5,450.98

Next Regular Meeting scheduled for Thursday, February 20, 2025. Camano Senior and Community Center at 2:00 PM –3:00 PM.