



**Board of Trustees Regular Board Meeting  
Camano Island Mosquito Control District  
Thursday May 16, 2024  
2:00– 3:00 P.M.  
Camano Center- 606 Arrowhead rd. Camano Island, WA**

**Minutes**

**Opening of Meeting**

- **Call to Order – 2:02 PM**
- **Roll Call – Bruce Trimble, Theresa Fletcher, Bill Watkins, Patricia Campbell, 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.**
- **Review / Approval of Agenda – Bill Made a motion to approve the agenda, Theresa seconded. All in favor, motion carried.**

**Review Expenditures**

• **Vouchers**

Name	Warrant (Check) Number	Amount	Date
Bank Of America Credit Card	647065	\$1,096.81	3/20/2024
ESRI	647700	\$500.48	4/3/2024
ADAPCO	647981	\$6,699.90	4/10/2024
Bank of America	649346	\$715.27	5/1/2024
MV Books LLC	649565	\$200.00	5/8/2024
	<b>Total</b>	<b>\$9,212.46</b>	

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

**Payroll**

Name	Warrant (Check) Number	Amount	Date	Frequency
Jay Lawrence Payroll	6474405	\$6,189.28	3/27/2024	Monthly
Jay Lawrence Payroll	644061	\$6,189.29	4/24/2024	Monthly
Fed Withholding, Social Security, and Medicare	EFT	\$1,995.26	4/5/2024	Monthly
Fed Withholding, Social Security, and Medicare	EFT	\$1,995.24	5/7/2024	Monthly
Employment Security, Washington State	ACH	\$61.58	4/30/2024	Quarterly



WA Paid Family and Medical Leave	ACH	\$120.57	4/26/2024	Quarterly
WA Department of Labor and Industries	ACH	\$308.04	4/30/2024	Quarterly
WA Cares Fund	ACH	\$132.29	4/30/2024	Quarterly
Total		\$16,991.55		

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

**Total Expenditures** - \$ 26,204.01

**1) New Business –**

- Contact & Signature Form for Island County Auditor’s Office. Filled in and Signed by all.
- Camano Center will be closed for maintenance the week of June 17 – 21. June meeting is cancelled.

**2) Continuing Business –** New board member needed. Jay sent requests to Island County Commissioners. The vacancy is now listed on the county website.

**3) Manager Report –** Treatments and inspections have been ongoing since March. Jay will be on vacation for one week and will set the voice mail and e-mail to notify of his absence. Jay announced that he will be retiring from the mosquito district at the end of the year 2024, possibly March to finish the annual report for 2024. The Board should start thinking about advertising and hiring. The board will be the hiring authority. Jay will make sure we have a good job description and will help with advertising and soliciting for candidates.

**Financial report**

Jay read the financial reports.

**Balance April 30, 2024 - \$86,207.65**

Receivables Tax year	April 2024 Income	Amount Receivable
2020	\$37.83	\$67.47
2021	\$0	\$134.53
2022	\$35.43	\$534.10
2023	\$738.89	\$ 1,618.97
2024	\$52,756.62	\$ 69,864.92
<b><u>Total Income</u></b>	<b><u>\$53,568.77</u></b>	
<b><u>Total Receivable</u></b>		<b><u>\$72,219.99</u></b>

**Next Regular Meeting scheduled for** Thursday, July 18, 2024. Camano Senior and Community Center at 2:00 PM –3:00 PM.

**Meeting closed at 2:33 PM**