

**Leavenworth Mosquito Control District Board Meeting
(Chelan County M.C.D. #2)**

The Leavenworth Mosquito Control District's 8th board meeting of 2024 was held on October 7th via Zoom. Attending were Board President Dayle Massey, members Denise Pinkham, Sharon Waters, Chris Parsons, Chester Marler, Manager Jennifer Mullins and district employee Matt Oaks. The meeting was called to order by the president at 7:00 pm.

The minutes of the August 19th 2024 meeting had been reviewed electronically by board members. Chris Parsons moved the minutes be accepted; Denise Pinkham seconded. The motion passed unanimously.

Secretary Chester Marler, board member Christine Parsons and Treasurer Denise Pinkham reported on their recent study session concerning procedures for filing the district's 941 federal quarterly reports, state L & I and Employment Security reports, writing monthly board meeting minutes and additional reports done by the current secretary. This was an orientation session as a first step toward transferring these responsibilities from the current secretary to Treasurer Pinkham and a new secretary. Concerns were raised by Manager Mullins and board member Sharon Waters as to whether this session should be considered an official district meeting, and hence would require normal public notification, per RCW 42.30. The issue carries some complexity because three board members were present at the study session (technically a quorum of the district's five-member board). Whether this fact is relevant or not will need to be resolved. Both President Massey and Secretary Marler will research the issue and report to the board at the next meeting.

Treasurer Denise Pinkham reported that the district's Clock Tower office space lease is coming up. After a short discussion of the need for a conveniently located office space, the board agreed to continue the lease for another year, but also look for alternative locations prior to the next payment cycle. Treasurer Pinkham also noted that the DOE is now offering the option of electronic signature authorization for permit payment, simplifying the process. The manager, treasurer and secretary would be authorized.

Program Manager Jennifer Mullins had earlier submitted her monthly report via email to board members. Topics included were (1) a summary of final treatment throughout the district; (2) news that this season was not a serious year for West Nile Virus in Washington State; (3) a summary of chemicals on-hand and (4) a request that the district fund registration costs for Matt Oaks attending the upcoming NWMVCA conference in Leavenworth.

Concerning the NWMVCA meeting in Leavenworth, Chester Marler moved both Matt Oaks and board member Christine Parsons be funded the \$250 registration fee for the conference. Denise Pinkham seconded. The motion passed unanimously.

For the record on August 26th 2024, prior to the October 7th meeting, Treasurer Denise Pinkham submitted the following payables totaling \$972.68 for individual board member approval: Cashmere Valley Bank \$972.68 (credit card charges). Authorizing signatures were by Denise Pinkham, Sharon Waters, Christine Parsons and Chester Marler. Also on September 24th 2024, prior to the October 7th meeting, Treasurer Denise Pinkham submitted the following payables totaling \$257.73 for individual board member approval: Cashmere Valley Bank \$96.93 (credit card charges); Theresa Sessions \$160.80 (approved expenses). Authorizing signatures were by Denise Pinkham, Christine Parsons and Chester Marler. In addition, on September 24th 2024, prior to the October 7th meeting, Treasurer Denise Pinkham submitted the September payroll to individual board members for authorizing signatures. Signatures were by Denise Pinkham, Christine Parsons and Chester Marler. Payroll totaled \$3712.65.

The next district meeting is scheduled for November 4th 2024. The final budget meeting will be November 18th 2024.

Denise Pinkham moved the meeting be adjourned; Christine Parsons seconded. The motion passed unanimously.

The meeting adjourned at 7:50 p m.

Approved:

Corrected: