

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

The Leavenworth Mosquito Control's 3rd board meeting of 2025 was held on March 17th via Zoom. Attending were Board President Dayle Massey, members Denise Pinkham, Sharon Waters, Christine Parsons, Chester Marler, Manager Jennifer Mullins and team member Theresa Sessions. The meeting was called to order by the president at 7:02 pm.

The minutes of the February 17th 2025 meeting had been reviewed electronically by board members. Denise Pinkham moved the minutes be accepted; Christine Parsons seconded. The motion passed unanimously.

Treasurer Pinkham reported she is initiating an audit of the district's credit card use, stemming from several cases of Cashmere Valley Bank locking-out use. The locking-out was evidently not caused by inappropriate use, but may reflect technical issues with the bank and/or credits posted past official "due date". The treasurer will resolve the locking-out problem.

Treasurer Pinkham presented progress on using the recently acquired Microsoft Office 365 software, as well as the district's Zoom account, functioning for the first time at this board meeting. Examples of what 365 can provide were shown via screen-share. Its features can provide the district board and staff access to business records, policies and procedures as well as backup for those records. The 365 software will also give access to chemical treatment locations, providing a working data base to assist identifying efficiencies and the effectiveness of our mosquito control program. Future staff training will clarify what features of the software will be most useful. The treasurer also discussed placing the board's monthly minutes and the prior six-month span of expenditures on the LMC website.

Program manager Jennifer Mullins had earlier submitted her monthly report to board members via email. This included (1) an update on the use of her new phone; (2) comments on the upcoming NWMVCA workshop held in early April; (3) early season treatment activities; (4) current Snotel data; (5) an update on chemicals on-hand and (6) her plans to attend the April 27th Earth Day in Enchantment Park.

Board members reported on individual searches for a new board member to replace President Dayle Massey. Due to his move out of the district boundary, he officially resigned from the board. Current members thanked him for his very long service, having served since the district's creation. Christine Parsons contacted one individual who is showing considerable interest, and will follow-up with the application process of that individual sending the board a letter of introduction. Three of the four current board members were not interested in becoming president. Fortunately, Christine Parsons was willing to accept that role. As his last official act, Dayle Massey moved the board select Christine Parsons as the new president; Sharon Waters seconded. The motion passed unanimously.

As a further item of business, Secretary Chester Marler moved the entire stipend of \$3000.00 be allocated to Treasurer Denise Pinkham, beginning January 1, 2025, rather than the total amount shared between the secretary and treasurer. This format matches what is typical in small government boards. The motion was seconded by Sharon Waters. The motion passed unanimously.

For the record, on February 23, 2025, prior to the March 17, 2025 meeting, Treasurer Denise Pinkham submitted the following payables totaling \$489.23 for individual board member approval: Cashmere Valley Bank \$351.47 (credit card charges); Ward Media \$137.78 (legal advertising). Authorizing signatures were by Denise Pinkham, Christine Parsons, Sharon Waters and Chester Marler. In addition, on February 23, 2025, prior to the March 17, 2025 board meeting, Treasurer Pinkham submitted the February payroll for individual board member approval. Authorizing signatures were by Denise Pinkham, Sharon Waters Christine Parsons and Chester Marler. Payroll totaled \$702.82.

The next district meeting will be April 21st 2025.

Chester Marler moved the meeting be adjourned; Sharon Waters seconded. The motion passed unanimously.

The meeting adjourned at 7:49 p m.

Approved:

Corrected:

Financial Chart added for reference
Denise Pinkham Secretary/Treasurer

23Feb2025_payables	Ward Media	\$137.76	2025 Legal Notice / Board Opening announcement
			Pinkham: Elementor (web app) renewal \$64.08 Tracfone (Mullins cell phone) \$244.29 Tracfone (Mullins phone accessories) \$43.10
23Feb2025_payables	Cashmere Valley Bank	\$351.47	
23Feb2025_payables	Total	\$489.23	
Feb2025_payroll	Jennifer Mullins	18.5	1/27-2/20/2026
Feb2025_payroll	Total Hrs:	18.5	Gross \$702.82