**Mason County Cemetery District One, Regular Meeting, November 21, 2022**

Commissioner Jill Satran Loudin called the meeting to order at 4:22 PM at the HUB Center for seniors in Belfair, WA. Commissioner Debra Braz, Commissioner Ken VanBuskirk, Clerk Sharon Hankinson, and Asst. Clerk Paula Grande were in attendance. The minutes of the October 17, 2022, meeting were read. Jill moved to accept the minutes as read. Ken seconded and the motion passed.

The October treasurer’s report read $42,514.08 in the expense fund and $72,000.00 in the investment fund. Total revenue for October was $8,183.13.

Jill moved to accept the treasurer’s report. Debra seconded and the motion passed.

Vouchers were presented as follows:

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| --- | --- | --- | --- | --- |
| 2022-46 | 11/21/22 | 10/06/22-11/07/22 | 62.93  | PUD #3 |
| 2022-47 | 11/21/22 | October Landscaping | 500.00  | HERNANDEZ LANDSCAPING |
| 2022-48 | 11/21/22 | Meeting Room Rental | 40.00  | The HUB Center for Seniors |
| 2022-49 | 11/21/22 | Legal notices for 2023 bdgt | 90.00  | Shelton Mason County Journal |
| 2022-46 | 11/21/22 | 10/06/22-11/07/22 | 62.93  | PUD #3 |
|  |  |  |  |

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| --- | --- |
| **Total for submitted vouchers** | **692.93** |

Ken made a motion the vouchers be paid. Debra seconded and the motion passed.

 **Correspondence/Communication:**

* Sharon sent a thank you card to the Evergreen Garden Club thanking them for the clean-up work they did at the cemetery.
* The Mason County Treasurer emailed Revenue BARS Changes and an Updated Transmittal Template to use beginning January 1, 2023.
* United States Department of Commerce requested our participation with the 2022 Census of Governments, Survey of Local Government Finances. Sharon will complete it.
* Turnbow Land Surveyors mailed us a copy of the Surveyors Certificate of Section 5 as recorded with the Mason County Auditor.

 **Unfinished Business:**

* Ken reported on the meeting he had with Kell Rowen and Sharon Hankinson at the cemetery on October 20, 2022. Sharon provided notes from the meeting.

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* Ken talked to Trish Woolette from the Community Development Dept. about a grading permit. He also talked to Richard Meek who originally logged the new sections sometime between 1989-95. Ken will talk to him more to get an idea about what clearing the grown over area would entail.

**New Business:**

* Sharon asked the Commissioners if they would like to move some of our expense fund into our investment fund until we are ready to use it for clearing Section5. After discussion, Jill moved to transfer $20,000.00 from the expense fund to the investment fund. Debra seconded and the motion passed.

Next meeting 4PM December 19, 2022, at the HUB.

Ken moved to adjourn. Jill seconded the motion. The meeting was adjourned at 4:47 PM.

**Commissioners:**

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**Clerk**