**Mason County Cemetery District One, Regular Meeting, December 21, 2020**

Commissioner Debra Braz called the meeting to order at 4:17 PM at the HUB Center for Seniors in Belfair, WA. Also in attendance were, Commissioner Jill Loudin, Clerk Sharon Hankinson, and Assistant Clerk Paula Grande. Commissioner Ken VanBuskirk attended by phone. Masks were worn and COVID 19 guidelines for social distancing were observed.

The minutes for the November 16, 2020 Budget Meeting were read. Jill moved to approve the minutes as read. Debra seconded and the motion passed. The minutes of the regular Commissioners’ Meeting were read. Jill moved to approve the minutes as read. Ken seconded it and the motion passed.

The November treasurer’s report read $25,773.76 in the expense fund and $52,000.00 in the investment fund showing the transfer of $10,000 from the expense fund. Total revenue for November was $2,447.20. Debra moved to accept the treasurer’s report. Debra seconded and the motion passed.

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| |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **Date** | **December 2020 Vouchers** |  | **Cemetery District #1** | | **Invoice** | **Invoice Date** | **Invoice Description** | **Amount** | **Name** | | 2020-30 | 12/21/20 | 11/05/20-12/07/20 | 52.69 | PUD #3 | | 2020-31 | 12/21/20 | November Landscaping | 280.00 | HERNANDEZ LANDSCAPING | | 2020-32 | 12/21/20 | Reimbursement-Supplies | 114.51 | Sharon Hankinson | | 2020-33 | 12/21/20 | 2021 Post Office Box Fee | 92.00 | USPS Belfair, WA | | 2020-34 | 12/21/20 | Meeting Room Rental | 40.00 | The HUB Center for Seniors | |  |  |  |  | Faith in Action West Sound | | **Total for submitted vouchers** | |  | **579.20** |  | |  |  |

Jill made a motion to pay the vouchers. Ken seconded the motion and the motion passed*.*

**Unfinished Business:**

* Sharon presented Resolution 06-2020 designating the Mason County Treasurer to transfer funds from the expense fund to the investment fund. Jill made a motion to accept Resolution 06-2020. Debra seconded and the motion passed.
* Paula went over the revised Regulations. Jill moved to accept the new amended Regulations. Ken seconded and the motion passed. Sharon will work on getting some new bigger signs made to post at the cemetery. She will also put something in the paper about the cemetery.

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* Sharon brought copies of the new drawings of the maps. She still needs to finish the ones for the East Side. When all the maps are completed, she will see if they can be scanned to a flash drive.

**New Business:**

* Debra nominated Ken to be the Chairperson for 2021. Ken accepted and Jill seconded the nomination. Ken will be the Chairperson for 2021.

Next meeting will be at 4PM January 18 tentatively at the HUB possibly by ZOOM.

Debra moved to adjourn. Jill seconded the motion. The meeting was adjourned at 4:43PM.

**Commissioners:**

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**Clerk**