**Mason County Cemetery District One, Regular Meeting, December 20, 2021**

Commissioner Ken VanBuskirk called the meeting to order at 4:07 PM at the HUB Center for seniors in Belfair, WA. Commissioner Debra Braz , Commissioner Jill Loudin, and Clerk Sharon Hankinson were in attendance. Assistant Clerk Paula Grande was excused. COVID 19 guidelines for social distancing were observed.

The minutes for the November 15, 2021, Budget meeting were read. Debra moved to approve the minutes as read. Jill seconded and the motion passed. The minutes of the November 15, 2021, regular meeting were read. A correction was made. Jill moved to accept the minutes as corrected. Debra seconded and the motion passed.

The November treasurer’s report read $27,408.54 in the expense fund and $72,000.00 in the investment fund. Total revenue for November was $2,551.09.

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

Vouchers were presented as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 2021-48 | 12/20/21 | November Landscaping | 280.00 | HERNANDEZ LANDSCAPING |
| 2021-49 | 12/20/21 | 11/05/21-12/06/21 | 55.91 | PUD #3 |
| 2021-50 | 12/20/21 | Meeting Room Rental | 40.00 | The HUB Center for Seniors |
|  |  |  |  | Faith in Action West Sound |
| 2021-51 | 12/20/21 | Oct, Nov, Dec Payroll | 1105.16 | SHARON HANKINSON |
| 2021-52 | 12/20/21 | 4th qtr 944 | 198.64 | MASON COUNTY TREASURER |
| 2021-53 | 12/20/21 | 4th qtr L & I | 13.23 | DEPT OF LABOR & INDUSTRIES |
| 2021-54 | 12/20/21 | Reimbursement-Supplies | 159.24 | SHARON HANKINSON |
|  |  | Office and Signage |  |  |
| 2021-55 | 12/20/21 | Reimbursement Mileage | 463.20 | SHARON HANKINSON |
|  |  | 2021 |  |  |
| **Total for submitted vouchers** | |  | 2315.38 |  |

|  |  |  |
| --- | --- | --- |
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**Correspondence/Communication:**

* Ken contacted the County Elections Department concerning the letter we received concerning the cost distribution of the election pamphlet. He was relieved to report that we would not pay a portion of the cost unless someone or something for our district was on the ballot.
* Sharon filed the Ordinance Resolution No. 05-2021 and the Levy Certification form with the

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* L & I sent us information about rates for 2022.
* Washington State Dept of Revenue sent us information to access our online account.

**Unfinished Business:**

None

**New Business:**

* Ken said we need to elect a chairperson for 2022. Debra nominated Jill. Ken seconded the nomination. Jill will be our new chairperson. Ken nominated Debra to be the Assistant Chairperson. Debra seconded. Debra will chair if Jill is absent.

Debra moved to adjourn. Jill seconded the motion. The meeting was adjourned at 4:32PM.

Next meeting January 17, 2022 at the HUB

**Commissioners:**

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**Clerk**