**Mason County Cemetery District One, Regular Meeting, June 21, 2021**

Commissioner Ken VanBuskirk called the meeting to order at 4:06 PM at the HUB Center for seniors in Belfair, WA. Commissioner Debra Braz, and Clerk Sharon Hankinson were in attendance. Commissioner Jill Loudin and Assistant Clerk Paula Grande were excused. Masks were worn and COVID 19 guidelines for social distancing were observed.

The minutes for the May 17, 2021 Meeting were read. Debra moved to approve the minutes as read. Ken seconded and the motion passed.

The May treasurer’s report read $39,141.73 in the expense fund and $52,000.00 in the investment fund. Total revenue for May was $2,539.24.

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

Vouchers were presented as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Date** | **June 2021 Vouchers** |  | **Cemetery District #1** |
| **Invoice** | **Invoice Date** | **Invoice Description** | **Amount** | **Name** |
| 2021-21 | 06/21/21 | May Landscaping | 500.00 | HERNANDEZ LANDSCAPING |
| 2021-22 | 06/21/21 | 05/07/21-06/07/21 | 57.58 | PUD #3 |
| 2021-23 | 06/21/21 | Meeting Room Rental | 40.00 | The HUB Center for Seniors |
|  |  |  |  | Faith in Action West Sound |
| 2021-24 | 06/21/21 | April-May-June Payroll | 1105.16 | SHARON HANKINSON |
| 2021-25 | 06/21/21 | 2nd qtr 944 | 198.64 | MASON COUNTY TREASURER |
| 2021-26 | 06/21/21 | 2nd qtr L & I | 13.23 | DEPT OF LABOR & INDUSTRIES |
|  |  |  |  |  |
| **Total for submitted vouchers** | |  | **1914.61** |  |

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

**Correspondence/Communication:**

* Sharon let the commissioners know that she had received the billing and policy documents from Farmers Insurance. The liability insurance has been paid through 6/7/2022.
* The State Auditor sent an e-mail to Sharon about our audit assessment. There were a few questions. Sharon responded to them. The Auditor also sent a public records data deadline notice.

June 21, 2021 page 2 of 2

* Sharon brought copies of the hand-out she placed in the document holders at the cemetery.
* Ken communicated with Glen Landrum and Earl Sande about the cemetery. He referred them both to Sharon.
* Debra went to the cemetery on Memorial Day. The cemetery looked nice with all the flags. She noticed an overgrown tree on a grave that probably should be dealt with.

**Unfinished Business:**

* Ken reported we are still waiting to hear on the re-roofing project. He will reach out to Ron’s Roof Repair again.
* Ken brought pictures of the boat that was filled with old tires and debris and left at the cemetery. It was quite an expense to dispose of..
* The dead tree was brought up. It is the liability of the home owner. Hopefully he will have it taken down before it falls.

**New Business:**

* Sharon asked the commissioners to think about the amount of money in the expense fund and the investment fund. Did they want to move any money to the investment fund? She also asked about saving up to be able to clear and open Twin Firs #5 for sale of lots. She reminded them that former Commissioner Linnie Griffin had purchased 10 lots with the intention of them being in TF#5. Her grandson’s headstone is in the IBD section (formerly TF#4) with the intention of moving it to one of the Griffin Lots in TF#5 when they become available. Ken asked Sharon to find out what it would cost to have the survey pins located.

Next meeting will be at 4PM July 19 at the HUB.

Debra moved to adjourn. Ken seconded the motion. The meeting was adjourned at 4:49PM.

**Commissioners:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Clerk**