



Canyon County Mosquito Abatement District

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www.2cmad.org

Board of Trustees Monthly Meeting

Minutes

February 20, 2024

4:00pm

Canyon County Mosquito Abatement District Office
9719 Booker Lane
Nampa, ID 83686

This meeting has been noticed according to the Idaho Code §74-203(4) and (5). The Board of Trustees meets regularly on the third Tuesday of each month. The meeting will begin at 4:00 pm.

1. **Call to order:** Doug Shinn called the meeting to order at 4:03 PM.
2. **Roll call of Board Members:** Doug Shinn, Norm Brown, Tammy Dittenber, & Scott Robinson.
Staff & Guests: Jim Lunders
3. **Secretary or other person appointed to take minutes [Idaho Code § 74-205(1)]:** Jim Lunders
4. **Agenda Amendments (if any) [Idaho Code §74-204(4)(b) & (c)]:** None
5. **Public Comment:** Persons wishing to address the Board on items not on the Agenda (limit to 5 minutes per person): None
6. **Consent Calendar:** These matters include routine financial and administrative actions. All items on the Consent Calendar will be voted on as a single action.
 - a. Consideration and approval of Canyon County MAD Board of Trustees Monthly Meeting minutes for January 16, 2024
 - b. Review of Budget vs Actual and Statement of Activity for January, 2024.

Norm Brown moved to accept the items on the Consent Calendar as presented, Liz Mamer seconded, motion carried unanimously.

7. New Business:

- a. Election of Officers:

Liz Mamer nominated Doug Shinn for Board President, Tammy Dittenber seconded, no further nominations, Doug Shinn elected Board President unanimously.

Norm Brown nominates Liz Mamer for Treasurer, Tammy Dittenber seconds, no further nominations, Liz Mamer elected Board Treasurer unanimously.

Tammy Dittenber nominates Scott Robinson for Secretary, Liz Mamer seconds, no further nominations, Scott Robinson elected Board Secretary unanimously.

- b. Director's Report: Jim updated the board on the upcoming AMCA meeting. Jim also informed the board about the upcoming public education event at Endeavor Elementary and the Job Fair at the Nampa Civic Center.
- c. Shop Lift Authorization

Tammy Dittenber moved to authorize purchase of a hydraulic lift for \$8,245.00 from All Around Shop Service LLC, Liz Mamer Seconded, motion carried unanimously.

- d. Annual Report/Work Plan: Jim Discussed the 2024 work plan. A couple small edits were discovered and corrected.

Norm Brown moved to authorize the presentation of the 2024 CCMAD Work Plan and 2023 Annual Report to the Canyon County Board of Commissioners, Scott Robinson seconded, motion carried unanimously.

8. Old Business: Jim let the Board know that someone had shut the fire hydrant in from of the office off. The Board directed Jim to inform the local fire department.

9. Board Discussion:

Tammy Dittenber wanted to thank the Board for Working together.

Liz Mamer asked Jim to talk to the Auditor about the possibility of using Xero instead of Quickbooks.

10. Executive Session (if any) [Idaho Code §74-206, (1)(a) and (b) Personnel selection and evaluation, (1)(c) Acquire interest in real property, (1)(d) Consider records exempt from disclosure, (1)(f) Discuss litigation with attorney, (1)(i) Consider claims or potential claims with risk manager or insurer]: None

11. Action Item(s) for next meeting: Staffing, Lab Build, Equipment/Vehicle Purchases

12. Next meeting dates: BOT Meeting March 19, 2024, 4pm District Office.

13. Adjourn

Liz Mamer moved to adjourn, Norm Brown seconded, motion carried unanimously at 5:47 pm.