

Lemon Fair Insect Control District
Tuesday, March 6, 2018
Bridport, VT

Draft Minutes

1. Call to order: 5:05

Present: Christine Chapline, Dinah Bain, Wendy Lynch, Chuck Burkins, Alissa Shethar, Melissa Lourie, David Dodge

2. Approve the February Minutes:

The February minutes are approved.

3. Treasurer's report:

Cash forward: \$62,379.28

Cash received: \$0.59

Total Cash for month: \$62,379.87

Total Disbursements: \$5,990.20

Cash on Hand: \$56,389.40

Total accounts payable: \$0

Total accounts receivable: \$0

Net current assets: \$56,389.40

4. Should we hire a Bookkeeper?

Because our payroll was larger this year than in the past, we exceeded a threshold wherein withholding taxes now need to be paid to the IRS monthly instead of quarterly. David would like to explore the cost and the scope of what a professional bookkeeper can do for us. Question: If we hire a bookkeeper, will we still need to hire a company to perform the every other year financial compilation? Dinah will contact Cara Mullin (who will do the financial compilation for us), as well as other bookkeepers, for information.

5. Permits:

The 1-year Airspray permit is the only permit due this year. The application has been filled out and signed by David. The maps for the proposed treatment sites need to be included; Chris will contact Craig to get the url for the Dropbox site that contains the maps. Chris will mail in the application.

6. Insurance:

David made a motion that we give David Dodge the authority to finalize the insurance quote with Brown and Brown Inc. The motion passed unanimously.

7. Weybridge Church lease:

A motion was made to authorize David Dodge to sign the final edition of the lease for lab space with the Weybridge Church. The motion was passed unanimously.

8. To do list:

A public notice of intent to spray needs to be submitted by April 1 (at least 14 days prior to any potential pesticide spraying).

Alissa will put the notice on the Front Porch Forums for Weybridge/Cornwall and Bridport.

Wendy will send the notice to 2 radio stations (last year we used WJEN and WVNT) and The Addison Independent.

9. New business:

--A conference call with Diane Bothfeld (VAA) is set for Friday, March 9; the call will also include the BLSG. David and Chuck will be in on the conference call for the LFICD. David will speak with Ben Lawton (BLSG) to discuss what Ben wants to cover in the call.

--David Dodge made the motion that we add Charles L. Burkins to the LFICD checking and money market accounts with National Bank of Middlebury. The motion passed unanimously.

10. Adjourn: 6:05

Next meeting: April 3, 2018, Cornwall Town Office at 5:00.