

Benton County Noxious Weed Control Board
1841 Terminal Dr. Richland WA 99354 509-943-6005 Email bcnwcb@frontier.com

Regular Monthly Meeting Minutes

Tuesday July 21, 2020

7:00 PM

Location: Weed Board Office 1841 Terminal Dr. Richland, WA

Chairman Danny Downs called the July regular monthly meeting to order at 7:05 pm.

Board members present-Darrell Miles and attending by telephone was Tony Smith.

Staff present- Konrad Kauer, Holly Kress and Luis Villalobos.

Next Board Meeting to be held Tuesday August 18, 2020.

Meetings and events attended – Lower Columbia flowering rush management group Meeting.

Review the May 19, 2020 Minutes.

Motion: A motion was made by Darrell Miles to approve May 19th minutes with a seconded from Tony Smith. Motion carries. 2-0

Review checks to be approved and payroll

Checks for June 2020 --#1625 thru #1632

Payroll for May 2020-- Direct Deposit

Total= \$20,827.82

Motion: A motion was made by Tony Smith to approve the checks for June and payroll for May with a second from Darrell Miles. Motion carries 2-0.

Checks for July 2020 -- #1633 thru #1645

Payroll for June 2020--Direct Deposit

Total= \$21,803.66

Motion: A motion was made by Tony Smith to approve the checks for July and payroll for June with a second from Darrell Miles. Motion carries 2-0.

July Financial Report (Profit & Loss, Balance Sheet, and Budget Status)

Discussion on new credit cards- Previous credit card has been cancelled-New one applied for but further information needed. There was confusion and miscommunication between the bank and the credit card provider. We have been in contact with the bank and our new card will be here shortly.

Discussion on doing payroll /printing checks in house- Training available through QuickBooks.

Holly Kress and Konrad Kauer will be participating in an online two day training of the QuickBooks software.

