

# ANIMAS MOSQUITO CONTROL DISTRICT BOARD OF DIRECTORS MEETING

Date: Tuesday, January 18, 2022, at 12:00 pm

Location:

La Plata County Fairgrounds

2500 Main Ave

Durango, CO 81301

Room:

Animas

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1. President
  - o Call to
  - o Roll Call
  - o Minutes
  - o Financial Report
2. New Business
  - o Attorney – regarding the RFP for construction manager on capital improvements
  - o 2022 Resolution establishing a time and place for regular meetings and posting of notice
  - o 2022 Election – 3 seats to fill (Scott, Butch & Janet)
  - o What should be posted on the AMCD Website
  - o FredrickZink & Associates – regarding the Colotrust Edge Account
  - o Updating Company credit card, petty cash account & check signing
  - o Job descriptions for Manager, Office Manager & Supervisor, compensations for new position requirements and whether considered full-time or part-time
3. Unfinished Business
  - o Personnel Policies Handbook – Edited by Attorney
  - o Sick leave policy
4. Operation Manager Report

We hereby certify that on Friday, January 14, 2022, Copies of the foregoing notice were posted at the following places:

La Plata County Clerk & Records Office

AMCD Website – [animamosquito.com](http://animamosquito.com)

Respectfully, Melody Schaaf – Office Manager & Seth Foster – Operations Manager  
Animas Mosquito Control District