

Minutes of the October 24, 2013 Meeting of the Board of Park and Recreation Commissioners
Location: Marilla Center, Marilla Park, Morgantown, WV

Call to Order: Meeting was called to order at 5:02PM

Establish Quorum: Board Members present – Edward Cordwell, Bob Clonch, Ron Justice, Nancy Ganz, Marti Shamberger, Sera Zegre. Staff Present – Mark Wise, Melissa Burch, Randy Moore, Joe Kaehler, Marissa Travinski, Gordon Shilling. Ex-Officio Treasurer J.R. Sabatelli also present.

Minutes: Marti Shamberger motioned and Nancy Ganz seconded to approve the September, 2013 minutes. Minutes approved unanimously.

Delegations and Guests: City Council member Bill Kawecki was present to observe as were two students from the WVU Journalism Department.

Correspondence: Director Wise reviewed correspondence.

Financial Report: J.R. Sabatelli presented the Financial Report and answered questions related to the same, including action item requesting a budget adjustment for the capital fund's revenue and expense lines related to the storage building at White Park. The adjustment, as follows:

Increase Expense 27.501.58.25 from \$97,000 to \$147,000
Increase Revenue 27.500.341.24 from \$97,000 to \$147,000

Ron Justice motioned and Ed Cordwell seconded approval of the Financial Report including the requested budget adjustment. Motion passed unanimously.

Director's Report: Director Wise presented his report including information on the recent River Town tour and the playground at Paul Preserve

OLD BUSINESS:

- A. Trail Paving Agreement** – Director Wise reviewed the proposed Deckers Creek Trail Resurfacing Agreement from the Department of Highways. The agreement has been reviewed by City Manager Mikorski and he has agreed with the funding manner, as the City will be providing the funding. Ron Justice motioned and Marti Shamberger seconded to approve the agreement. Motion passed unanimously.

NEW BUSINESS:

- A. Met Theatre Rental Agreement Fee Schedule** – Joe Kaehler spoke to the Board regarding the proposed change in the Met Theatre rental agreement in which the sound and lighting would be included in the rental price and the use of the same would be required by all rental parties. The rental rates would change as follows:
- | | |
|---------------|---|
| Current Rate: | \$1000 per day for-profit plus sound and lighting charges |
| New Rate: | \$1400 per day for-profit includes sound and lighting |
| Current Rate: | \$800 per day non-profit plus sound and lighting charges |
| New Rate: | \$900 per day non-profit includes sound and lighting |

In order to upgrade the equipment for this purpose, approximately \$6400 will be needed from the Met Theatre \$1.00 "per seat" fund. The Met Theatre Commission has been informed of this expenditure, as well as the recent purchase of a replacement hazer machine when the prior one became inoperable.

Ed Cordwell moved for approval of the change to the Met fee schedule to be inclusive of the sound and lighting costs once the upgrades are completed. Ron Justice seconded. Motion passed unanimously.

Ron Justice motioned and Nancy Ganz seconded for approval of the needed upgrade to the sound/lighting upgrade. Motion passed unanimously.

Operations Report/Staff Information: Operations report was presented and staff present answered questions as needed.

Board Comments: President Clonch introduced new Board member Sera Zegre and she gave a brief synopsis of her interests and experience. Ron Justice spoke briefly about the Met Theatre grant and the current pledge campaign, indicating there is a possibility of extension beyond December, 2013.

Adjournment: Ron Justice motioned for adjournment and meeting adjourned at 6:15 PM.

Melissa Burch

11/4/13

Respectfully Submitted, Melissa J. Burch, Secretary to the Board

Date

Approval Acknowledged, Robert Clonch, Board President

Date