

**Minutes of the April 25, 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 5:03PM

**Establish Quorum:** Board Members present – Edward Cordwell, Marti Shamberger, Bob Clonch, Ron Justice, Nancy Ganz. Board not present – Frank Scafella, Denver Allen. Staff Present – Mark Wise, Melissa Burch, Joe Kaehler, Randy Moore. Ex-Officio Treasurer J.R. Sabatelli also present.

**Minutes:** Marti Shamberger moved for approval of the March minutes. Ron Justice seconded. Minutes approved unanimously.

**Delegations and Guests:** None

**Correspondence:** No correspondence

**Financial Report:** J.R. Sabatelli presented the financial report for the month and also reported the City audit complete and requested to notate in the minutes a correction to the budget adjustment made at the February meeting and reiterated at the March meeting. The detail of the corrective adjustment is itemized below and shall be noted as part of these minutes. Nancy Ganz motioned and Marti Shamberger seconded approval of the Financial Report, corrective budget adjustments included. Motion passed unanimously.

			Line Budget Balance	
General Operational Fund:			After Adjustment	
Increase	06.100.333.00 Contrib OtherFund	19,856.00	39,776.00	
Increase	06.101.03.00 Salaries	14,929.00	589,321.00	
Increase	06.101.04.00 FICA Tax	926.00	36,594.00	
Increase	06.101.06.00 Retirement Exp	2,090.00	82,505.00	
Increase	06.101.08.00 Medicare Tax	216.00	8,558.00	
Increase	06.101.26.05 Workers Comp	<u>1,695.00</u>	38,695.00	
	Total	19,856.00		
Net Change				
Capital Fund:				
Increase	27.520.331.01 Hotel Tax	19,856.00	203,606.00	
Increase	27.521.58.32 Park Operations	19,856.00	56,106.00	
Net Change				

**Director's Report:** Director Wise presented his report and requested the Board's attendance to two meetings in the coming weeks. He further reported that the talks with the Botanic Garden continue and that in relation to the possibility of an adventure park feature as part of Dorsey's Knob, the Mountaineer Mall administration does not currently seem in favor or granting access, although the lines of communication remain open.

**OLD BUSINESS:**

No Old Business

**NEW BUSINESS:**

- A. 2013/2014 Operating Budget – Assistant Director Burch and Director Wise presented budget highlights and answered questions. President Clonch requested a paper copy of the budget. Marti Shamberger motioned to table the approval until May so she could review a paper copy as well. Seconded by Nancy Ganz. Motion to table passed unanimously.

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

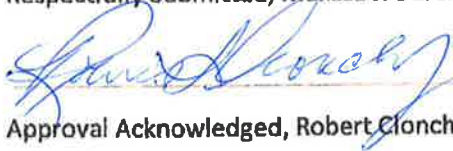
**Adjournment:** Ed Cordwell motioned for adjournment and meeting adjourned at 5:45PM.

*Melissa Burch*

*5/23/13*

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

Date



*5/23/13*

Approval Acknowledged, Robert Clonch, Board President

Date