

**Minutes of the April 27, 2017 Meeting of the Board of Park and Recreation Commissioners**  
**Location: Marilla Recreation Center, Morgantown, WV**

**Call to Order:** Meeting was called to order at 4:01pm.

**Establish Quorum:** Board Members Present – Robert Clonch, Ron Justice, Jenny Selin, Nancy Ganz , Sera Zegre (arrived at 4:04pm), Ed Cordwell (arrived at 4:08pm). Board Members Not Present – Denver Allen. Staff Present – Melissa Burch, Roger Moss, and Brooke McKinney. Ex-Officio Treasurer Jim Goff was not present.

**Minutes:** Ron Justice moved to approve the March 23, 2017 Meeting minutes and Nancy Ganz seconded. The motion passed unanimously.

**Oral Communications:** Neil Hurt with Generation Morgantown and staff representative of the American Federation of Teachers was present to ask the board to consider having an adult kickball league. President Clonch recommended that Mr. Hurt pull together some more information and to work with Director Burch.

Devanna from Thasher was present to observe.

**Correspondence:** No correspondence was reviewed.

**Financial Report:** Director Burch reviewed the financial report as presented in the board packet. Ron Justice moved to accept the financial report and Sera Zegre seconded. Motion passed unanimously.

**Executive Director's Report:** Director Burch reviewed her report. Roger Moss discussed the progress of the repair of the slip at Dorsey's Knob Park.

**New Business:**

- **YCF Funds** – Director Burch reviewed the Wiles Hill Fund currently at Your Community Foundation and a change on how the funds can be released was discussed. Director Burch is requesting the funds be released to BOPARC as we have to provide YCF with invoices that reflect monies spent. We would still be able to forward the funds to the Wiles Hill Alumni Association as the Board already approved once they are received. Ron Justice motioned to the same and Sera Zegre seconded the motion. Motion passed unanimously.
- Director Burch reviewed the 4 remaining accounts at Your Community Foundation that need attention due to the rise in fees for these types of accounts: Stacy Groscup Center Pass-Thru - Balance of \$2,944; DK Maintenance Fund - Balance \$2,953; BOPARC General Pass-Thru - Balance of \$4,932; and BOPARC Arts Pass-Thru - Balance of \$6,059. Director Burch recommended moving the first three funds into the BOPARC Endowment Fund at Your Community Foundation and request the Arts Pass-Thru be released to BOPARC. Ron Justice motioned to move the Stacy Groscup Center Fund, the DK Maintenance Fund, and the BOPARC General Pass-Thru fund to the BOPARC Endowment Fund and to release the BOPARC Arts directly to BOPARC. Ed Cordwell seconded the motion. After some board discussion, it was recommended to release the funds to BOPARC so that they could be utilized for their initial, intended purposes. Nancy Ganz motioned to make arrangements for the release of the funds of all four accounts to BOPARC for and earmark them for their original, intended uses. Ron Justice seconded the motion. Motion passed unanimously.

**Executive Session:** President Clonch, pursuant to West Virginia Code Section 6-9 A-4 as it pertains to matters arising from the appointment, employment, retirement, promotion, transfer, demotion, disciplining, resignation, discharge, dismissal or compensation of employee(s), called for the Board to enter into Executive Session. Ron Justice motioned and Sera Zegre seconded for the Board to enter the Executive Session at 4:35pm. Motion passed unanimously.

- The regular session resumed at 4:48pm.
- **BOPARC 2017/2018 Budget** – Ed Cordwell moved to approve the 2017/2018 Budget and
- Hotel/Motel Budget(HRM Programming \$20,000; Ball Field Improvements \$20,000; Museum \$40,000; BOPARC Madigan Avenue Wall Contribution \$20,000; Park and Pool Improvements \$54,900; and Marilla Playground CDBG Match for Total Request \$30,000) as presented by Director Burch in the board packet. Nancy Ganz seconded the motion. Motion passed unanimously.

**Board Comments:** Nancy Ganz commented that the 2017/2018 Budget looks good and in line with other budgets.

Sera Zegre asked questions about the Hotel/Motel Budget recommendations. She asked what the other options may have been even though the budget has been approved.

Jenny Selin mentioned that there is a Japanese Knot Weed plant near the Krepps Dog Park that needs removed. Roger Moss informed her that it is on the maintenance list for removal.

Ed Cordwell asked how the spring was flowing in Dorsey's Knob Park. Roger Moss discussed the the status of the spring.

**Adjournment:** Ron Justice motioned for adjournment at 5:18pm and Bob Clonch seconded. Meeting adjourned by unanimous agreement.

Brooke McKinney

5/25/17

Respectfully Submitted, Brooke McKinney, Secretary to the Board

Date

Sera Zegre  
 Approval Acknowledged, Robert Clonch, Board President *U.P.*  
 SERA ZEGRE

5/25/2017  
 Date