

**Minutes of the April 24, 2014 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 – Bob Clonch, Marti Shamberger, Nancy Ganz, Ed Cordwell, Sera Zegre, Ron Justice. Board Not Present – Denver Allen. Staff Present – Melissa Burch, Joe Kaehler, Brooke McKinney. Ex-Officio Treasurer J. R. Sabatelli also present.

**Minutes:** Ed Cordwell motioned and Marti Shamberger seconded to approve the March 2014 minutes. Minutes approved unanimously.

**Delegations and Guests:** One student from Park and Recreation Management was on hand to observe a public meeting. Council Member Bill Kawecky was also present to observe.

**Correspondence:** Director Burch reviewed correspondence.

With the correspondence Director Burch showed a video of White Park. Director Burch is planning a walk through with the First Ward Neighborhood Association and BOPARC Board.

**Financial Report:** J.R. Sabatelli presented the Financial Report and Budget Revision and answered questions to the same.

Ron Justice motioned and Ed Cordwell seconded for approval of the Financial Report and Budget Revision. Motion passed unanimously.

**Director's Report:**

Director Burch presented her report.

**New Business:**

- A. **Legal Fee Line Item** – Director Burch recommended the addition of a \$5200 Legal Fee Line Item to the Budget. Ron Justice motioned and Sera Zegre seconded to approve the Legal Fee Line Item. Motion passed unanimously.
- B. **Soft Drink Vendor Contract** – Director Burch presented the soft drink bids. The recommendation is to accept the bid from Pepsi. Ed Cordwell motioned and Marti Shamberger seconded to approve the Pepsi Vendor Contract. Motion passed unanimously.
- C. **Sub-Committee Appointments** – Director Burch presented information on two-subcommittees made up of members of the Board. President Clonch appointed two board members for each committee. The two subcommittees are:
  - a. **Organizational Structure Sub-Committee** - to look at the structure and performance of BOPARC. Members: President Clonch and Marti Shamberger
  - b. **Community Mapping Sub-Committee** - Research the community's top recreational needs and top improvements of BOPARC's existing facilities and programs. Members: Nancy Ganz and Sera Zegre
- D. **Master Plan Discussion** – Nancy Ganz discussed the need for an update to the Master Plan to move the organization forward. The Sub-Committees will meet and begin the initial phase of master planning.

**Executive Session:** President Clonch, pursuant to West Virginia Code Section 6-9 A-4 as it pertains to an official legal investigation, called for the Board to enter into Executive Session. Marti Shamberger motioned and Nancy Ganz seconded for the Board to enter the Executive Session at 6:18pm. Motion unanimous.

Ron Justice motioned to pay the full amount of \$118,320.34 to the Federal Government for repayment of the RSVP Grant and Marti Shamberger seconded. Motion unanimous.

**Board Comments:**

Nancy Ganz believes BOPARC is moving in the right direction.

Ron Justice suggests inviting Morgantown City Council members and Community Groups to the May meeting.

**Adjournment:** Ed Cordwell motioned for adjournment. Marti Shamberger seconded. Meeting adjourned at 6:46pm.

Brooke McKinney

5/22/14

Respectfully Submitted, Brooke McKinney, Secretary to the Board

Date

  
Approval Acknowledged, Robert Clonch, Board President

5/22/14  
Date