

Minutes of the December 11, 2014 Meeting of the Board of Park and Recreation Commissioners
Location: Marilla Recreation Center, Morgantown, WV

Call to Order: Meeting was called to order at 5:03pm

Establish Quorum: Board Members Present – Bob Clonch, Marti Shamberger, Sera Zegre, Nancy Ganz, Ed Cordwell, and Ron Justice. Staff Present – Melissa Burch, Brooke McKinney, Joe Kaehler.

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

Oral Communications:

Correspondence: Director Burch reviewed correspondence.

Financial Report: Nancy Ganz motioned and Ed Cordwell seconded for approval of the Financial Report. Motion passed unanimously.

Executive Director's Report: Director Burch presented her report.

New Business:

- **Flood Insurance – Marilla Center** – Director Burch reviewed the quote, from Travelers Insurance, for flood insurance for the Marilla Recreation Center. The board decided more information was needed and they will revisit.
- **Marilla Park Usage – Trail Sojourn** – Ella Belling was on hand to discuss the upcoming Greenway Sojourn. The group is not requesting the use of Marilla Park for camping at this time, but they are requesting assistance with the invitation list for the event. The board recommended that Ella continue to work with Director Burch on the event.
- **Personnel Policy Update** – Director Burch reviewed the update to the language in the personnel policies related to dismissal as presented in the board packet. Director Burch also requested the formation of a personnel committee. Marti Shamberger, Nancy Ganz, and President Clonch volunteered for the personnel committee. Sera Zegre motioned to approve the updated language and establishing a personnel committee. Nancy Ganz seconded. Motion passed unanimously.

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. Nancy Ganz motioned and Ed Cordwell seconded for the Board to enter the Executive Session at 5:41pm. Motion passed unanimously.

The regular session resumed at 6:25pm.

Coordinator Position: Ed Cordwell motioned for the appointment of Greg Travinski as the new Coordinator of Outdoor Recreation and Operational Services at an annual salary of \$30,000 plus benefits. Sera Zegre seconded. Motion passed unanimously.

Board Comments: Nancy Ganz wanted to mention that she is hoping there will be an increase in activities at the Hazel Ruby McQuain Park this summer. She also asked for an update on Mountaineer Soccer using the Wiles Hill Facility, and the Woodburn MOU. Nancy also discussed the possibility of offering lap swim at Krepps Pool during the summer season.

Sera Zegre asked for an update on the community recreation study. Ron Justice and Director Burch provided the information.

Marti Shamberger mentioned the upcoming marathon in Morgantown and September.

Adjournment: Ed Cordwell motioned for adjournment at 6:56pm and President Clonch seconded. Meeting adjourned by unanimous agreement.

Brooke McKinney

1/22/15

Respectfully Submitted, Brooke McKinney, Secretary to the Board

Date



2/26/15

Approval Acknowledged, Robert Clonch, Board President

Date