

**Minutes of the June 21 , 2018 Meeting of the Board of Park and Recreation Commissioners**  
**Location: Marilla Recreation Center, Morgantown, WV**

**Call to Order:** Meeting was called to order at 8:11am.

**Establish Quorum:** Board Members Present –Vice President Jenny Selin, Secretary Nancy Ganz, Patrick Hathaway, Ed Cordwell, Rachel Fetty (left at 10:05am), Joey James. Director Melissa Wiles, Ex-Officio Treasurer Jim Goff were present as well.

**Minutes:** Patrick Hathaway motioned and Nancy Ganz seconded to approve the May 17, 2018 minutes. Motion passed unanimously.

**Oral Communications:**

Chris Rota, Assistant Professor at the School of Natural Resources at WVU, presented a proposed research study on habitat fragmentation in urban areas. The study focuses on mammals in urban forests. Professor Rota took questions from the Board and staff and will work with Director Wiles on coordinating study locations in three parks – Krepps, Marilla and White.

Vaike Hass, Assitant Professor of Landscape Architecture at WVU, presented her recent Suncrest Trail Proposal. This proposal is part of a connector project and examines traffic impacts on school and work foot travel. Professor Haas answered questions from the Board and staff and Director Wiles will accompany her on a review of the proposed trails in the near future.

Bob Shumaker was also on hand regarding an update on the request for tennis court dedication and signage to his late wife Beverly. This was discussed at a prior meeting and a WVU class was assisting in design proposals. Director Wiles had received a status update from prior Board President Sera Zegre that Professor Dave Smaldone was reviewing those designs as of the end of the semester. Director Wiles will follow up with Smaldone since President Zegre has resigned from the Board.

**Correspondence:** Correspondence was reviewed.

**Financial Report:** Jim Goff reviewed the Financial Report, stating that overall, through May BOPARC was in line with last year's trends. We have saved on some utilities, maintenance expenses are slightly up. Patrick Hathaway motioned and Nancy Ganz seconded for approval of the Financial Report. The motion passed unanimously.

**Executive Director's Report:** Director Wiles answered questions on her monthly report.

**Unfinished Business:**

None

**New Business:**

- **Budget Adjustments for 2018/2019** – Director Wiles and Jim Goff explained adjustments necessary to the upcoming fiscal year budget. These adjustments stemmed from the City's recommended Cost Of Living Adjustment being 3% as opposed to the 2.5% originally budgeted and the pension match being 10% as opposed to the originally budgeted 11%. These adjustments were made, resulting in a reduction in overall personnel expenses that will be reflected in the contingency line. Nancy Ganz motioned and Ed Cordwell seconded for approval of these adjustments. Motion passed unanimously.
- **Meeting Day/Time** – The Board discussed a new meeting day and time. Jenny Seline motioned and Nancy Ganz seconded that the new day/time would be the 3<sup>rd</sup> Wednesday of each month at 3:00PM. Motion passed unanimously.

**Board Comments:**

- Joey James spoke about the volunteer nights coordinated by WPTAC on the White Park Trails recently. Joey was able to volunteer for one of the evenings. He also encouraged BOPARC to move forward with the push for capital improvements as people are interested in having better parks and facilities at this point and time.
- Nancy Ganz said she would like to reiterate Joey's encouragement and that timing and planning was important
- Jenny Selin stated goals of moving forward with successful projects each year whether that be with ice arena improvements, pool upgrades or addressing one ball field per year. She also added that it was important for us to continue to remind people that we are doing what we can with what we have.
- Patrick Hathaway had several comments regarding Jack Roberts Park, including some branches needing cleaned up by the pavilions and some graffiti on the play structure there. Longer term plans might include real restrooms (currently the park has portable restrooms that we bring in every spring and remove in the winter), a dog water attachment to the drinking fountain and sprucing up the memorial area in the park. He is also hopeful that the current anger in the community as a whole can be turned into a positive force for the improvement of parks.

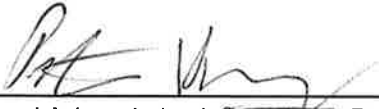
**Adjournment:** Ed Cordwell motioned for adjournment and the meeting adjourned at 10:41AM

Melissa Wiles

7-18-18

Respectfully Submitted, Melissa Wiles, Executive Director

Date



7/18/18

Approval Acknowledged, Sera Zegre, Board President

Date

PATRICK HATHAWAY