

Minutes of the June 26, 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 5:10pm

Establish Quorum: Board Members Present – Bob Clonch, Marti Shamberger, Nancy Ganz, Ed Cordwell, Sera Zegre, Ron Justice, Denver Allen. Staff Present – Melissa Burch, Joe Kaehler, Randy Moore, Brooke McKinney. Ex-Officio Treasurer J. R. Sabatelli also present.

Minutes: Ed Cordwell motioned and Ron Justice seconded to approve the May minutes. Minutes approved unanimously.

Delegations and Guests: Reverend John Sonneday and Laura Jones from the Coordinating Council on Homelessness were in attendance to discuss their organization and the issues they are currently facing with the population they serve. At the end of their presentation, President Clonch advised them to work directly with Director Burch. Reverend Sonneday said he would be in contact and schedule a meeting with Director Burch, the City Manager, and the Chief of Police.

Cynthia Walsh was on hand to discuss fundraising for tennis courts. Businesses would buy a sign to support the tennis teams and then the sign would be posted on the fence on the Marilla Tennis Courts during the high school tennis season. A portion of the proceeds would then come back to BOPARC for the maintenance and upkeep of the Marilla Courts. Director Burch will work with Cynthia Walsh to provide the necessary information needed to start the process.

Correspondence: Director Burch reviewed correspondence.

Financial Report: J.R. Sabatelli presented the Financial Report answered questions to the same.

Denver Allen motioned and Ron Justice seconded for approval of the Financial Report. Motion passed unanimously.

Director's Report: Director Burch presented her report.

Unfinished Business:

- A. **Eagle Scout Project** – Director Burch reviewed the proposed project to repair the steps leading up to the platform at Sky Rock, work on improvement of the gravel trails, and to enhance the visitors' experience. Ed Cordwell motioned to pass the Eagle Scout Project and Ron Justice seconded. Motion passed unanimously.

New Business:

- B. **CDBG Contract** – Director Burch recommends the approval of the CDBG Contract for this year. The monies will go towards a cover for the ADA Accessible Ramp at Marilla Pool. Marti Shamberger motioned to pass the CDBG Contract and Ed Cordwell seconded. Motion passed unanimously.
- C. **Updated Job Description – Executive Director** – President Clonch presented the updated position description for BOPARC's Executive Director. Denver Allen motioned to approve the updated position description for the Executive Director and Ron Justice seconded. Motion passed unanimously.
- D. **Hotel/Motel 2014/2015 – Draft & Discussion** – Director Burch presented the proposed use of the Hotel/Motel 2014/2015 amount of \$218,000. The breakdown is as follows: \$35,000 for Met Utilities, \$45,000 for Museum, \$40,000 for Park Maintenance, \$40,000 Send a Kid to Camp Scholarship Fund, \$40,000 Entertainment Series for Hazel Ruby McQuain Park, \$18,000 for additional events or other agreed upon and approved use. Ed Cordwell motioned to allow Director Burch to proceed with the proposed use of the Hotel/Motel 2014/2015 allocation and Nancy Ganz seconded. Motion passed unanimously.
- E. **Work Session Scheduling – Vision Meeting & Future Planning** – President Clonch discussed the need for a board work session. A work session was scheduled for Friday, July 11 at 9am.

Board Comments:

Nancy Ganz reviewed her current concerns about the rail trail. Her concerns are the mud coming onto the trail near the WVU Arboretum, the light out near Waterfront Jeep, and the graffiti visible from the trail.

Marti Shamberger recently had an event at the Dorsey's Knob Lodge and had a wonderful time. She noticed that the accessibility ramp is in need of repairs and wanted to bring that to the staff's attention.

Ron Justice discussed the reasons for not asking Director Burch to attend the trip to VA to tour the recreation facility. Jeff Mikorski was asked to attend to represent the City of Morgantown, but at the last minute was unable to attend. Ron stated that at that point it was too late for Director Burch to attend.

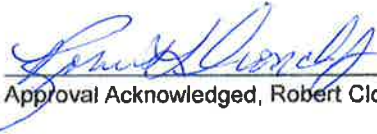
Adjournment: Ed Cordwell motioned for adjournment. President Clonch seconded. Meeting adjourned at 7:09pm.

Brooke McKinney

7/24/14

Respectfully Submitted, Brooke McKinney, Secretary to the Board

Date



7/24/14

Approval Acknowledged, Robert Clonch, Board President

Date