

**Minutes of the March 27, 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 5:06pm.

**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, Marissa Travinski, Joe Kaehler, Brooke McKinney. Ex-Officio Treasurer J. R. Sabatelli also present.

President Clonch welcomed new Director Melissa Burch to the meeting.

**Minutes:** President Clonch brought up for discussion a few errors with the minutes. The errors were reviewed and corrected. Marti Shamberger motioned and Nancy Ganz seconded to approve the corrected February 2014 minutes. Minutes approved unanimously.

**Delegations and Guests:** Council Member Bill Kawecky was present to observe.

Two members of the 1<sup>st</sup> Ward Neighborhood Association, Jamie Marranta (Vice President) and Ivy McMullen, were on hand to discuss concerns about White Park. Their main concerns are rumors of a new recreation center being built in White Park, trail usage, and debris in the forest near the new Maintenance Facility. President Clonch advised them that there are no plans to build a recreation center in White Park. The members stated that they just wanted to advise BOPARC that the neighborhood is against a new recreation center in White Park. Director Burch will check on the debris near the new Maintenance Facility and report back.

**Correspondence:** Director Burch reviewed correspondence including an email from the Urban Landscape Commission recommending two trees to be removed from Hazel Ruby McQuain Park due to the inability of the surrounding area to support their nutrient and growth needs. The Board felt that if the trees are not a safety issue, they should remain due to the fact that they were a donation and at the time of donation were the recommended species for the park. If the trees become a safety issue in the future, the Board would recommend that Urban Landscape advise as to replacement trees and BOPARC will work with the donor on that project.

**Financial Report:** J.R. Sabatelli presented the Financial Report and answered questions to the same. President Clonch also informed the board that the signature authority has been taken care of.

As part of his financial report, J.R. Sabatelli presented revisions for review and approval. One revision includes a combination of the Special Events, Athletics, and Programs/AdventureZone Departments into the new Activities Department. The revisions also include the combination of the Administrative, General, and Central Garage Departments into the new Operations Department. Ron Justice requested a synopsis of the BOPARC Budget. J.R. Sabatelli will prepare a synopsis of the budget for the Board. 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.

**Old Business:**

- A. **Positive Spin Rental Agreement** – Director Burch presented the updated lease agreement and recommended continuing the lease with the updates as preliminarily agreed to with Positive Spin. President Clonch asked for City Attorney Steve Fanok to review before approving.

**New Business:**

- A. **Budget Revision** – Motion passed unanimously as part of the Financial Report.

- B. **NRPA Sub-Conference** – President Clonch recommended sending Director Burch to the conference. Marti Shamberger motioned to send Director Burch to the conference and Ron Justice seconded this motion. Motion passed unanimously.
  
- C. **Senior Center Bingo Account** – Director Burch advised the Board that the Senior Center's Bingo License has expired. The seniors are interested in renewing the license and Director Burch is in agreement and support of renewing the license. Nancy Ganz asked the cost of the license and Director Burch replied that the cost is \$50. Ed Cordwell motioned to renew the license and Marti Shamberger seconded the motion. Motion passed unanimously.

**Executive Session:** President Clonch, per WV Code 6-9 A-4, called for the Board to enter into Executive Session. Marti Shamberger motioned and Ron Justice seconded for the Board to enter the Executive Session at 5:52pm. Motion unanimous.

**Regular Session:** At 6:21pm, Ed Cordwell motioned and Marti Shamberger seconded to return to regular session and resume the public portion of the meeting. Motion unanimous and regular session resumed.

**Board Comments:** Sera Zegre provided information about the NRPA Research and data collection and will be sending Director Burch the information.

Sera Zegre also discussed correspondence she has received about parents interested in a safe place for parents and small children to gather at Hazel Ruby McQuain Park. Director Burch informed everyone that this is a priority for the River Town Project. Sera reported that she has also been approached by folks that are interested in creating a place for mountain biking trails for education and training.


Nancy Ganz brought to the Board her concern that is time to revisit BOPARC's Master Plan and look into long range master planning and funding. In regards to the master plan, she also requested that the staff and board define what a community center means to them and what type of community center would work for Morgantown. Also in reference to the master plan, she discussed use of Woodburn School, county funding, and resident vs. nonresident use of BOPARC Facilities.

Marti Shamberger asked, on behalf of the Homeless Coalition Board, if temporary signs could be placed at Hazel Ruby McQuain Park when there is a hot shelter/cold shelter available to people in need. Director Burch agreed that a temporary sign could be placed in the kiosk at the park when needed.

**Adjournment:** Ron Justice motioned for adjournment. Marti Shamberger seconded. Meeting adjourned at 8:54pm.

  
Respectfully Submitted, Brooke McKinney, Secretary to the Board

  
Date

  
Approval Acknowledged, Robert Clonch, Board President

  
Date