

**MINUTES OF THE SEPTEMBER 27, 2012 REGULAR MEETING OF THE BOARD OF PARK AND RECREATION  
COMMISSIONERS – LOCATION: MARILLA RECREATION CENTER, MARILLA PARK**

**CALL TO ORDER:** Meeting was called to order at 5:05PM

**ESTABLISH QUORUM:** Board members present: Ed Cordwell, Bob Clonch, Nancy Ganz, Marti Shamberger, Ron Justice, Denver Allen. Board members not present: Frank Scafella. Staff members present: Melissa Burch, Mark Wise, Randy Moore, Joe Kaehler. Ex-Officio Treasurer J.R. Sabatelli also present.

**MINUTES:** Ed Cordwell motioned and Marti Shamberger seconded for the approval of the August 23, 2012 minutes. Motion passed unanimously.

**DELEGATIONS AND GUESTS:** None present

**CORRESPONDENCE:** Director Wise read a thank you from neighborhood group for assistance with annual neighborhood function.

**FINANCIAL REPORT:** J.R. Sabatelli reported that cash flow is tight as is normal this time of year and stressed importance of building up a reserve. Also discussed was amusement tax return as well as possible funding upgrades from other sources. Ron Justice motioned and Denver Allen seconded approval of the Financial Report as presented. Motion passed unanimously.

**DIRECTOR'S REPORT:** Director Wise reviewed the information in his report, including the possibility of a meeting with the Arts Collaborative, involvement with the Radiation Response Team and some park projects that are being attended to in the area of needed maintenance and clean up. There will also be a meeting with City Administration and others to discuss clean up options for HRM Park. Director Wise also gave an overview of the successful return of the Sprint Splash Spin race at the end of August.

**OLD BUSINESS:**

- A. Met Theatre Partial Day Rates – Director Wise presented the rates for partial day rentals at the Met based on prior meetings with the Theatre Commission and review of revenues and expenses. Denver Allen motioned and Ed Cordwell seconded passage of the rates as presented. Motion passed unanimously.

**NEW BUSINESS:**

- A. BOE Partnership – Director Wise presented a plan that would provide an umbrella for the numerous requests that BOPARC receives to provide passes to various facilities for school fundraising events. The policy would allow BOPARC to provide consistent support for the schools in the system. Marti Shamberger motioned and Nancy Ganz seconded to approve the policy per the guidelines as attached to the Director's report. Motion passed unanimously.
- B. Dorsey's Knob Caretaker Position – the vacated position at Dorsey's Knob was advertised and interviews were held. Director Wise informed the Board that the selection team had chosen Daniel Sakacsi to fill the position. Ed Cordwell motioned for formal acceptance of the candidate. Nancy Ganz seconded and motion passed unanimously. Nancy Ganz added that she would like a job description for the position and that measureable objectives are important.

- C. Supplemental Retirement – Director Wise informed the Board that BOPARC had been approached by the WV State Treasurer’s Office for the opportunity to offer full time employees supplemental retirement much like the opportunity for additional health insurance through organizations such as AFLAC. The City recently offered the option to City employees. This is a pre-tax completely voluntary plan. Denver Allen motioned and Nancy Ganz seconded to add the option for the plan as an additional full time employee voluntary benefit. Motion passed unanimously.

**STAFF REPORTS:** Staff answered questions as needed.

**BOARD COMMENTS:** Bob Clonch requested a service to allow for Board members to review agendas, minutes and packets that could be accessible from a central location.

Ron Justice congratulated Denver Allen on recent grant successes for the Marketplace and the Metropolitan Theatre and said that it was important that Board members were aware of the work towards both.

**ADJOURNMENT:** Denver Allen motioned for adjournment at 6:10PM and meeting adjourned.

Respectfully Submitted:



Melissa Burch, Secretary to the Board

Robert Clonch, President:



Date:

10/25/26