

Minutes of the September 25, 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 5:05pm

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

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

Oral Communications: Whitey McDaniel with the Mountaineer United Soccer Club was present to give a brief presentation on soccer in Morgantown. The board recommended that Mr. McDaniel work with Director Burch and provide her with information for the community recreation study that is currently underway.

Andrea Soccorsi, along with a group of students from her class, was on hand to discuss their capstone project they are working on with the Jerome Park Neighborhood Association. They have been working on a website, social media, grant writing and communications. Their focus is the Jerome Park Neighborhood and Paul Preserve.

Correspondence: Director Burch reviewed correspondence. Ron Justice informed the board that he took offense to the recent letter to the editor regarding the city leash laws. In his opinion, the letter was not accurate. The board recommended that Director Burch address these inaccuracies.

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

Ron Justice motioned and Marti Shamberger seconded for approval of the Financial Report. Motion passed unanimously.

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

Unfinished Business:

- **Manager/Staff Updated Evaluation Document** - Director Burch reviewed the draft evaluations documents as presented in the board meeting information. She advised the board that the managers and staff will be evaluated in 6 months. Evaluations will then follow every year. Marti Shamberger motioned to approve the updated evaluation documents and Ed Cordwell seconded. Motion passed unanimously.
- **Marilla Park Trail Proposal** – Director Burch recommended that the board approve the presented the proposal of two phases of work to legitimize the trails in Marilla Park. Ed Cordwell motioned to approve the Marilla Park Trail Proposal and Sera Zegre seconded. Motion passed unanimously.

New Business:

- **Memorial Clock** – BOPARC's previous Director Mark Wise committed to a project in Hazel Ruby McQuain Park. The project involved funding a memorial clock in honor of Mary Suzanne Roh. A portion of the funding has been raised by friends of Mary Suzanne and Milan Roh is willing to put forth the remainder of the funding. The plans for the clock have been presented to City Engineering and Urban Landscape. Director Burch asked the board's permission to move forward with the plan with and work through the approval process with City Engineering and Urban Landscape. Mr. Roh is aware that the process may include alternative locations or other recommendations from the City. Denver Allen motioned to move forward with the approval process for the memorial clock at Hazel Ruby McQuain Park and Ron Justice seconded. Motion passed unanimously.
- **Capital Equipment** - The City allotted \$25,000 to BOPARC this year for capital equipment. After a discussion with the maintenance staff, it was decided that BOPARC is in need of an additional Ventrac. The low quote is \$23,167. Director Burch recommended the board approve the purchase. Nancy Ganz motioned to approve the purchase of the Ventrac and Ed Cordwell seconded. Motion passed unanimously.

Board Comments: Denver Allen discussed the Dorsey Knob Park and the possibility of adding small cabins for rental as an additional revenue stream.

Nancy Ganz mentioned that soccer is a big issue in Morgantown. She believes there are underutilized facilities and green spaces in our community.

Sera Zegre attended a meeting about the community recreation study and discussed the meeting and the different groups that were represented. Sera would like to see more public input into the study.

Adjournment: President Clonch motioned for adjournment at 6:31pm and Marti Shamberger seconded. Meeting adjourned by unanimous agreement.

Brooke McKinney

10/23/14

Respectfully Submitted, Brooke McKinney, Secretary to the Board

Date


Approval Acknowledged, Robert Clonch, Board President

10/23/14
Date