

Minutes of the November 16, 2017 Meeting of the Board of Park and Recreation Commissioners
Location: Marilla Recreation Center, Morgantown, WV

Call to Order: Meeting was called to order at 8:17am.

Establish Quorum: Board Members Present – Sera Zegre, Jenny Selin, Patrick Hathaway, Joey James, Ed Cordwell, Rachel Fetty and Nancy Ganz. Direct Burch and Ex-Officio Treasurer Jim Goff were present as well.

Minutes: Ed Cordwell moved to approve the October 19, 2017 meeting minutes and Joey James seconded. The motion passed unanimously.

Oral Communications: Bob Shumaker presented information regarding Morgantown Raquet Club's request that the Marilla Tennis Courts be renamed in honor of his late wife Beverly Shumaker. Mrs. Shumaker was instrumental in the original establishment of the Marilla Courts in the early 1970s.

Nancy Ganz motioned that BOPARC install a historical interpretative sign notating the contribution and Joey James seconded that motion. Discussion included the budgetary item related to signage, the current naming policy. Jenny Selin amended the motion to include the stipulation that the policy be evaluated and updated by spring to include a connection between volunteerism and naming and that the courts be renamed at that time. Joey James motioned that a budgetary amendment be made at that time for the signage. Rachel Fetty seconded. Motion 1 passed by unanimous vote. Motion 2 passed by unanimous vote. Motion 2 passed by unanimous vote.

Mary Wimer spoke regarding the MAP program and to the hopeful partnership with BOPARC and MRTC.

Andy Darling, Director of Campus Recreation at WVU, addressed the Board regarding programming availability for students during the summer months at WVU and working collaboratively on offerings throughout the student population and community at large.

Marchetta Maupin and Dave Barnett represented the Tree Board and advised that the Tree Board is addressing trees in the City (and in our parks) given that much of City property featuring trees happens to be park land. The possibility of an Urban Forester was discussed and how that could benefit the park system in terms of management of assets (trees and forest).

Correspondence: None to review.

Financial Report: Jim Goff reviewed the financial report as presented in the board packet, noting the expenses were currently down around 3% from last year. Ed Cordwell moved to accept the financial report. Joey James seconded the motion. Motion passed unanimously.

Executive Director's Report: Director Burch reviewed her report and answered questions as needed.

Unfinished Business:

New Business:

- **Park Maintenance Positions** – Director Burch recommended Elzie Lavery for the Maintenance Specialist II position at \$12/hour, Brent Skidmore for the Maintenance Specialist II position at \$12/hour and advised that the Maintenance Specialist I position would remain open and be re-advertised at a later date. Joey James motioned to hire Mr. Lavery and Mr. Skidmore as recommended. Nancy Ganz seconded. Motion passed unanimously.
- **BOPARC/MRTC Foundry Street Link** – Director Burch presented the Board with the information regarding Thrasher Engineering's successful bid for the Foundry Street Link project. There is a difference of \$265 between the grant funded amount and the proposal. Director Burch requested approval of the contract and that BOPARC agree to submit the cost difference. Nancy Ganz motioned and Ed Cordwell seconded approval of these items. Motion passed unanimously.

- **Wiles Hill Playground Grant** – Director Burch reviewed the opportunity through Park and Play for replacement of the recently removed play structure at Wiles Hill. The equipment, which is regularly \$26,000 can be purchased through the grant program for \$16,516. Through several different sources (Harvest Party, donations, parking) \$3,000 has been raised toward the purchase. WVU Healthcare has confirmed an \$8,000 contribution, bringing the total to \$11,000. The equipment must be ordered prior to the end of the year to receive the discount. Director Burch recommended this be done and that BOPARC would cover the cost through the parks and playgrounds line for the remainder or seek other fund raising options. Ed Cordwell motioned to order the equipment, Nancy Ganz seconded. Motion passed unanimously.

Board Comments:

- The Board participated in a visioning discussion regarding the need for future planning, master plan interpretation, update and/or analysis.
- Nancy thanked Director Burch and staff for moving organization forward.
- Jenny added to utilize the Board as policy makers whenever necessary.
- Sera discussed the Executive Director's evaluation process and advised of a timeline and Board involvement.
- Patrick extended thanks to Associate Director Moss for attending a recent 1st Ward Neighborhood meeting.

Adjournment: Ed Cordwell motioned for and meeting adjourned at 10:22am

Melissa Burch

1/18/18

Respectfully Submitted, Melissa Burch, Executive Director

Date

Sera Zegre
Approval Acknowledged, Sera Zegre, Board President

Jan 18, 2018
Date