

Minutes of November 10, 2021 Meeting of the Board of Parks and Recreation Commissioners

Location: The Marilla Center, Morgantown, WV

**Call to Order:** President Selin called the meeting to order at 3:04 pm.

**Establish Quorum:** Members present included Jenny Selin, Danielle Trumble, Susan Klingensmith, Jenny Thoma, and Cal Shamberger. Rachel Fetty was also in attendance.

**Approval of Minutes:** Minutes from October regular meeting were approved by consensus.

**Correspondence:** There was no correspondence.

**Public Comment:** There were no public comments.

**Financial Report:** Director Wiles reported that she worked with Finance Director Kevin Tennant on some minor items they made adjustments to. Regarding the budget vs. actual, there is a line marked "Services" under the income budget line did not have a number beside it but has an amount under 'actual'. It reflects a change in chart of accounts code for daily admissions during the summer due to Quickbooks errors. Hence, some transactions were missed and should reflect admission fees from the summer. It has been updated in the system. The contracted services line continues to appear twice. Again, it is a Quickbooks error. Until Quickbooks is contacted and the quirk is fixed, it will be manually adjusted. In terms of budget, everything is normal. Slightly over budget in rent or lease of buildings and equipment mainly due to the continued rental of dehumidification system for the ice rink. Danielle Trumble asked if there is a plan to cover costs. Director Wiles said some things could be moved around internally, but she was optimistic that revenues would cover the difference. Rachel Fetty had a question about the community garden space at Wiles Hill. She asked for a report to be prepared for the board regarding the removal of the garden for next month's meeting. Danielle Trumble made the motion to approve the Financial Report, Susan Klingensmith seconded. Report approved by consensus.

**Executive Director's Report:** Director Wiles, Jenny Selin, and Danille Trumble took a tour of the Bike Trail at West Run being created through WVU's OEDC. Director Wiles reported that it was very informative and educational and that working with OEDC has been going well. The public input session conducted by Thrasher regarding Marilla Pool went really well. Thrasher should have a draft to us by next week. American Ramp Co. has kicked off concept design for the skate park update. She also reported that the Fallfest event went well despite the weather! Additionally, a general staff training session happened last week that provided updates to forms and policy guidelines.

**Old Business:** None

**New Business:** President Selin made board members aware that a member from the BOPARC board needs to fill a position on the Health and Wellness Committee.

**Board Comments:** Jenny Thoma expressed how exciting it is to hear about everything going on and looks forward to learning more about the Health and Wellness Commission. Susan Klingensmith thanked Melissa Wiles and Marissa Travinski for their hard work. Danielle Trumble said the tree planting at Krepps went well and the completed surface at the Krepps playground is wonderful. Woodburn Neighborhood Association completed their trash clean-up. Jenny Selin also commented on the completion of the Krepps playground surface and how nice it is. She also made everyone aware that

MUB is considering installation of a temporary recreation site at the old Dinsmore Tire site along Don Knotts Blvd. Public comments are being taken on their website and she urged everyone to participate. Cal Shamberger is happy to be here and looks forward to being part of the board.

**Adjournment:** Meeting was adjourned at 3:43 pm.

Respectfully Submitted, Susan Klingensmith

November 13, 2021

 FOR James S. Dins 2-9-22

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Entered Into Record

Date