

Minutes of the September 19, 2018 Meeting of the Board of Park and Recreation Commissioners
Location: Marilla Recreation Center, Morgantown, WV

Call to Order: Meeting was called to order at 3:04pm.

Establish Quorum: Board Members Present –Jenny Selin, Patrick Hathaway, Ed Cordwell, Rachel Fetty, William Hutchens, Danielle Trumble, Rick Landenberger. Director Melissa Wiles, Associate Director Marissa Travinski, Attorney Ryan Simonton and Ex-Officio Treasurer Jim Goff were present as well.

Minutes: Ed Cordwell motioned and Jenny Selin seconded for approval of the July minutes and minutes were approved unanimously.

Correspondence: Director Wiles reviewed information received regarding an upcoming alumni event at the Wiles Hill Community Center.

Oral Communications:

Public Comment –

Don Spencer addressed the Board regarding the numerous mentions of BOPARC as of late in the paper and on social media, stating that the Ice Arena was an important component of recreation and that recreation in our community needs addressed. He cited the Rail-Trail as a specific example of this need.

Financial Report: Jim Goff reviewed the Financial Report, noting that there are some timing differences in this year vs. last year for the same reporting period in terms of items paid out. The numbers are mainly comparable and we are only two months into the year. Ed Cordwell motioned and Jenny Selin seconded approval of the Financial Report. Motion passed unanimously.

Executive Director's Report: Director Wiles reviewed her report and answered questions as needed. Jenny Selin motioned and William Hutchens seconded to accept the Director's Report. Motion passed unanimously.

Unfinished Business:

None

New Business:

- **Krepps APA RFP** – Director Wiles reviewed the qualified bid for Krepps Aquatic Play Area, which was submitted by Rain-Drop Structures. She explained that BOPARC would need to bid the installation separately (and plans to do so prior to the next meeting) due to the time constraints and retrofitting necessary to make any replacement structure work. After conferencing with Rain-Drop on options and advising them of the public involvement we desire, Director Wiles indicated to the Board that BOPARC is confident the needs of the facility and community can be met with this provider. The total structure package will likely fall in the range of \$67,000-\$72,000. BOPARC has a portion of capital funding left over from the prior year toward this project as well plans to redirect current year equipment capital funds. Jenny Selin motioned and William Hutchens seconded to accept Rain-Drop Structures as the structure provider for the replacement of the Aquatic Play Area structure. Motion passed unanimously.
- **Ice Arena Concepts** – Director Wiles reviewed last month's informational presentation from the Mills Group on various concepts for the renovations and upgrades to the Ice Arena. President Hathaway called for a suspension of the Rules of Order so that representatives from Mills Group could answer questions regarding design if need be. Director Wiles stated that she and other staff members as well as City Administration were in favor of pursuing additional funding opportunities as represented in Concept A. This concept utilizes the appropriated Levy funds that are being received over the current five-year period in or to address many of the overall building issues. In addition to that, the concept includes other needed upgrades to the visitor, user and daily experience. William Hutchens clarified

that in terms of what the Board would be voting on, we would be stating that this is our preferred route and the concept that we would like to pursue but that we are not obligating funding that we don't yet have. Director Wiles stated this was accurate. Rachel Fetty asked if the concept in question would allow for a linear use of the funds we are already receiving and Ryan Hess gave examples to clarify that it would. Ed Cordwell motioned that BOPARC designated Concept A as the preferred concept to be pursued. Rachel Fetty seconded. Motion passed with five votes. William Hutchens and Rick Landenberger abstained.

EXECUTIVE SESSION: Danielle Trumble motioned that the Board move into Executive Session pursuant to West Virginia Code Section 6-9 A-4 as it pertains to matters arising from the appointment, employment, retirement, promotion, transfer, demotion, disciplining, resignation, discharge, dismissal or compensation of employee(s). Rachel Fetty seconded and Executive Session began at 4:15PM

REGULAR SESSION: Regular session resumed at 5:10PM

- **Organizational Updates and Position Descriptions** – Ed Cordwell motioned and William Hutchens seconded to approve the organizational updates and position descriptions as presented in the updated organizational chart, position description updates and cost/cost-savings analysis as presented in the packet. Motion passed unanimously.

BOARD COMMENTS:

- William Hutchens stated he was thankful to City Council for the appointment and excited about serving.
- Danielle Trumble stated she was also thankful to Council and spoke about fund-raising and volunteer opportunities and where to find them. Everyone discussed the BOPARC website and Facebook being the best options for information.
- Jenny Selin reminded everyone of the Mon River event that was scheduled for the upcoming weekend and thanked the new members for applying.
- Rachel Fetty said that she was happy that the new members were present, especially now in such challenging times.
- Rick Landenberger added his thanks for the appointment and said that he was looking forward to contributing.
- Ed Cordwell stated the rink must be a priority.
- Patrick Hathaway thanked the new members for their willingness to serve and the staff for its dedication. He also stated that he looks forward to the progress at the rink and the replacement of the aquatics play area at Krepps.

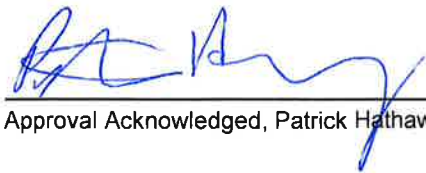
ADJOURNMENT: Ed Cordwell motioned for adjournment, Rick Landenberger seconded and the meeting adjourned at 5:42PM

Melissa Wiles

10-17-18

Respectfully Submitted, Melissa Wiles, Executive Director

Date



10/17/18

Approval Acknowledged, Patrick Hathaway, Board President

Date