

Minutes of the July 23, 2015 Meeting of the Board of Park and Recreation Commissioners
Location: Marilla Recreation Center, Morgantown, WV

Call to Order: Meeting was called to order at 5:06pm

Establish Quorum: Board Members Present – Bob Clonch, Ron Justice, Nancy Ganz, Denver Allen (via teleconference) and Ed Cordwell (arrived at 5:37pm). Board Not Present – Jenny Selin and Sera Zegre. Staff Present – Melissa Burch and Joe Kaehler. Ex-Officio Treasurer not present.

Officers: Ron Justice motioned the Officers stand as Bob Clonch President, Ron Justice Vice President for the Fiscal Year. Nancy Ganz seconded. Motion passed unanimously.

Minutes: Ron Justice moved to approve the June Meeting minutes and Nancy Ganz seconded. June minutes approved unanimously.

Oral Communications: None.

Financial Report: Director Burch presented the Financial Report. Ron Justice stated that as cash flow is a continual issue BOPARC will need to address that issue as well as the lack of Capital improvement money available. The possible B&O tax revenue at the City level was discussed as part of the overall financial situation. Ron Justice motioned to accept the monthly financial report and asked that Director Burch make a request to the City for \$150,000 of the B&O tax revenue to be used for Capital improvements. Nancy Ganz seconded. Motion passed unanimously.

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

New Business:

- **Account Transfers to Money Market & Earmarked** – Director Burch discussed with interim Finance Director Denise White the fact that we were incurring fees for non-activity in the Paul Preserve account. Ms. White recommended we relocate the Paul Preserve \$1000 to the money market account and earmark it for Paul Preserve.

Ron Justice motioned to transfer the Paul Preserve fund to the money market account and Nancy Ganz seconded. Motion passed unanimously.

- **Urban Deer Hunt** – Director Burch advised of the information provided by Rick Bebout for the upcoming season as well as reviewed patron inquiries and prior Board discussion as to whether the hunts would continue indefinitely. She asked the Board to review the stance on our inclusion in the hunts due to declining numbers in deer taken, the inquiries, tree stand abandonment by some of the hunters and our own safety audits.

Ron Justice motioned that for the upcoming season BOPARC require hunters to utilize portable stands only (something the Rick Bebout had suggested during recent discussions), that number of locations/hunters be limited to 2 in both DK and White parks and to 1 in Krepps park and that after this season BOPARC take a hiatus from the hunt, which would be indefinite until additional study is done, at which point a decision on involvement could be made by the Board on a seasonal basis. Nancy Ganz seconded. Motion passed unanimously.

- **5 year Planning** - Director Burch reviewed everything in the proposed 5 year plan with regard to cost savings, re-missioning BOPARC as an organization specializing in parks and recreation, and the need to re-visit the possibility of a fund-raising arm for BOPARC. The Board asked for clarification on the possible cost-share program and the City/MUB inclusion in the pool/rink season pass program, which Director Burch Provided. The prior foundation concept and the need for major deferred maintenance and facility improvements were also discussed. Director Burch reported that the 2012/2013 budget included \$50,000 in Hotel/Motel funding for the foundation concept. That money was not utilized within that fiscal year. In 2014 \$43,000 was transferred from the money market account by the prior Finance Director in order to cover expenses related to BOPARC operations at the time. These monies have not yet been replenished to the money market account. There is currently \$30,000 in the money market account that exists from overages in Hotel/Motel funding throughout prior fiscal years, interest prior to 2013, and the \$7,000 remaining from the original \$50,000 set aside for the foundation concept. Director Burch explained that these funds (aside from the remaining \$7,000 for the original concept) were not yet earmarked.

Three separate motions were made with regard to what was submitted:

Ron Justice motioned and Ed Cordwell seconded for the Board to accept the overall recommendations of the 5-Year Plan. Motion passed unanimously.

Ron Justice motioned that \$30,000 currently in the money market account be placed with YCF to be used for the foundation concept and that BOPARC work to set aside the additional \$20,000 that would make the foundation concept funding whole. Nancy Ganz seconded. Motion passed unanimously.

Ron Justice motioned that Director Burch work with a sub-committee of Board members and individual representatives from specialty organizations such as the CVB toward an agreement for annual rental and programming of performance venues, specifically Hazel Ruby McQuain Park. Nancy Ganz seconded. Motion passed unanimously.

Board Comments: President Clonch thanked Director Burch and staff for their continued commitment and hard work.

Adjournment: Ron Justice motioned for adjournment at 6:37pm and Ed Cordwell seconded. Meeting adjourned by unanimous agreement.

Brooke McKinney

8/27/15

Respectfully Submitted, Brooke McKinney, Secretary to the Board

Date



8/27/15

Approval Acknowledged, Robert Clonch, Board President

Date