

**MORGAN COUNTY PARKS & RECREATION BOARD**

**77 Fairfax Street / Rm 101**

**Berkeley Springs, WV 25411**

**Agenda 8/18/21**

**7:00PM**

**Open Meeting – Review Agenda**

**Review/Approve Minutes – 5/19/2021 (no meeting on 6/21/21 or 7/21/21)**

**Review/Approve Financial Report**

**Public Comment**

-

**Agenda Items:**

**Girl Scout Troop Request**

**Skate Park Re-location**

**Biser Street and park after hour concerns**

**North Berkeley Challenges**

**Back to School Bash**

-

**Other Items:**

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**Director's Update**

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**Adjournment**



Morgan County Parks & Recreation Board (MCPRB)  
Meeting Minutes: 5/19/21

Appointed Members: (Term Expiration) P - Present / A - Absent

\*Director: Dawn Beal P

County Commission (MCC):

Joel Tuttle (annual) P

Andy Omps (April 2023?) P

Jason Didawick (1/1/24) A

Board of Education (BOE):

Aaron Close (annual) P

Open

Ryan Fincham (1/30/2022) P

Town of Bath (TOB):

Spencer Shives (6/30/2023) P

Joe Anderton (6/30/21) A

Melissa Bartley (6/30/2022) P

The meeting was called to order by Chair Tuttle at 7:01pm.

The agenda was approved by consensus (as amended).

There were no previous meeting minutes presented.

Financial reports were presented, reviewed, and approved. (Moved-Fincham, Seconded-Omps)

Public Comment: Tom Zanhaw made a request to the Board that rent should be waived for little league and soccer fields and subsidized by Board or Morgan County Commission. Board discussion was that the Little League and the Youth Soccer League pay rent often times so that they have some control for field use etc. Some other public citizens were present and spoke during agenda items.

Amended Item – Friends of Rail Trail

David O'Connell presented to the Board a request to form a partnership or a sub-committee with Parks and Rec.

Little League Pavilion Roof Repair Estimate

Randy Stotler, Morgan County Facilities Director, requested funds in writing for the needed repair. After discussion, a motion was made to allocate \$4,000 for the repair. After the repair, a request may be made for the cost to be reimbursed by the County Commission. (Moved-Close, Seconded-Shives)

FY 2022 MCC Hotel/Motel Request

On a motion by Close, seconded by Omps, the Board unanimously approved a request to be made for \$45,000, which will be prepared and presented to the Commission by Mr. Close at the appropriate time.

Skate Park

The Board discussed that the skate park property has sold and the equipment will need to be relocated.

Adult Softball

A request was made for fall ball from end of August through October. The Board approved the use at the same rent as last year with use of the restroom and no overnight activities and no alcohol use (Moved-Close, Seconded-Shives)

Youth Soccer Clinic

Michael Powell approached the Board regarding using the soccer field for a 7-9-year-old and a 10-13-year-old clinic with assistance from high school soccer players through June and July. The clinic will be free or have a small fee to cover costs only. A motion was approved for the use (Moved-Tuttle, Seconded-Shives)

Morgan County United Soccer Team

Mr. Powell informed the Board of his intent to start a soccer club team for 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade girls from the end of July through November and presented a document with specifics. Mr. Powell asked if the program could “run through parks and recreation” such that that MCPR would assist with registration etc. The Board approved the request (Moved-Shives, Seconded-Omps)

Amended Item – Swimming Lessons

Director Beal presented to the Board a proposal from Ben Forrest for swimming lessons every Tuesday in June at the Berkeley Springs State Park for a fee of \$600 for two classes each Tuesday or \$750 for three classes each Tuesday. A charge of \$25 per participant would be required. The program was approved (Moved-Tuttle, Seconded Close)

Director Update

Director Beal updated the Board regarding the Air Test/Fire Suppression and vent issue at the little league food stand. Director Beal noted that volleyball is on hold as no gyms are currently available, and volleyball will likely return next year after Bidy Buddy season has concluded.

Other Items

Chair Tuttle informed the Board that the Cacapon State Park dog park is under construction near the Batt Picnic shelter. Chair Tuttle noted also that there are miles of new bike trails at Cacapon and there is a large bike race coming with over 200 participants, and that new bike trails are still being added mostly through grants and by volunteers.

The Board noted that elections of officers had been postponed due to Covid issues and that elections will take place at the June meeting. It was also noted that the by-laws may need reviewed and amended.

Adjournment at 8:10pm (Moved-Close, Seconded-Shives, passed unanimously.)

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Joel Tuttle, President

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Ryan Fincham, Vice-President/Secretary

## MORGAN COUNTY PARKS &amp; RECREATION COMMISSION

08/18/21

## Profit &amp; Loss

Cash Basis

July 2021

	Jul 21	Jul 21
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Back to School Bash Donations	3,000.00	3,000.00
Direct Public Support		
Town of Bath	250.00	250.00
<b>Total Direct Public Support</b>	<b>250.00</b>	<b>250.00</b>
<b>Total Income</b>	<b>3,250.00</b>	<b>3,250.00</b>
<b>Expense</b>		
<b>Facilities and Equipment</b>		
Little League Fields - 522		
Electric 522 Lights/WB/PK	678.58	678.58
<b>Total Little League Fields - 522</b>	<b>678.58</b>	<b>678.58</b>
<b>Total Facilities and Equipment</b>	<b>678.58</b>	<b>678.58</b>
<b>Operations</b>		
Safety Fee	48.00	48.00
<b>Total Operations</b>	<b>48.00</b>	<b>48.00</b>
<b>Payroll Expenses</b>	<b>3,770.45</b>	<b>3,770.45</b>
<b>Program Expenses</b>		
Back to School Bash	1,106.21	1,106.21
<b>Total Program Expenses</b>	<b>1,106.21</b>	<b>1,106.21</b>
<b>Total Expense</b>	<b>5,603.24</b>	<b>5,603.24</b>
<b>Net Ordinary Income</b>	<b>-2,353.24</b>	<b>-2,353.24</b>
<b>Net Income</b>	<b>-2,353.24</b>	<b>-2,353.24</b>



## MORGAN COUNTY PARKS &amp; RECREATION COMMISSION

08/18/21

## Profit &amp; Loss

Cash Basis

July 2020 through June 2021

	Jul '20 - Jun 21
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Back to School Bash Donations	9,083.00
<b>Direct Public Support</b>	
Corporate Contributions	2,000.00
Morgan County Commission	38,777.50
Town of Bath	1,000.00
<b>Total Direct Public Support</b>	41,777.50
<b>Indirect Public Support</b>	
Grants	1,000.00
<b>Total Indirect Public Support</b>	1,000.00
<b>Other Types of Income</b>	
Field Rent	4,400.00
Miscellaneous Revenue	600.00
Sign Rental	900.00
<b>Total Other Types of Income</b>	5,900.00
<b>Program Income</b>	
Adult Basketball	74.00
Biddy Buddy	
Registration	-295.00
Team Sponsors	300.00
Biddy Buddy - Other	1,147.68
<b>Total Biddy Buddy</b>	1,152.68
Swim Camp	310.78
<b>Total Program Income</b>	1,537.46
<b>Total Income</b>	59,297.96
<b>Expense</b>	
Bank Service Charges	0.00
<b>Contract Services</b>	
Auditing Fees	3,900.00
Contract Services - Other	312.00
<b>Total Contract Services</b>	4,212.00
<b>Facilities and Equipment</b>	
Biser Street Park Improvements	0.00
Biser Street Toilet Rental	720.00
Electric Soccer Field	79.42
General Repairs & Maintenance	513.54
Little League Fields - 522	
522 Field Improvements	208.37
Electric 522 Lights/WB/PK	1,721.83
Repairs and Maintenance	1,469.08
Waste Removal (522 fields)	622.43
<b>Total Little League Fields - 522</b>	4,021.71
North Berkeley Park Improvement	0.00
Soccer Field Fencing	0.00
Soccer Field Improvements	0.00
<b>Total Facilities and Equipment</b>	5,334.67
<b>Office Supplies</b>	112.80
<b>Operations</b>	
Books, Subscriptions, Reference	35.00
Postage, Mailing Service	33.00
Safety Fee	192.00

**MORGAN COUNTY PARKS & RECREATION COMMISSION**  
**Profit & Loss**  
**July 2020 through June 2021**

	<u>Jul '20 - Jun 21</u>
Supplies	201.31
Utilities	
North Berkeley	23.89
Utilities - Other	619.44
<b>Total Utilities</b>	<u>643.33</u>
<b>Total Operations</b>	1,104.64
<b>Other Types of Expenses</b>	
Insurance - Liability, D and O	3,533.00
<b>Total Other Types of Expenses</b>	3,533.00
<b>Payroll Expenses</b>	10,680.66
<b>Program Expenses</b>	
Back to School Bash	10,020.01
Biddy Buddy Basketball	
Basketballs	126.00
Practice Space	900.00
Shirts	716.00
Supplies	66.84
<b>Total Biddy Buddy Basketball</b>	<u>1,808.84</u>
Sponsorship	-150.00
Swim Camp	325.92
<b>Total Program Expenses</b>	<u>12,004.77</u>
<b>Total Expense</b>	<u>36,982.54</u>
<b>Net Ordinary Income</b>	<u>22,315.42</u>
<b>Net Income</b>	<u><u>22,315.42</u></u>



**MORGAN COUNTY PARKS & RECREATION COMMISSION**  
**Balance Sheet**  
As of July 31, 2021

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	<u>Jul 31, 21</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
2010-11 Checking	-192.00
ACCOUNT # 4110748 (OPERATING)	<u>34,626.58</u>
Total Checking/Savings	<u>34,434.58</u>
Total Current Assets	<u>34,434.58</u>
<b>TOTAL ASSETS</b>	<b><u>34,434.58</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Unrestricted Net Assets	36,787.82
Net Income	<u>-2,353.24</u>
Total Equity	<u>34,434.58</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>34,434.58</u></b>

