

Morgan County Parks & Recreation Board (MCPRB)

Meeting Minutes: 02/15/2023

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

County Commission:

Joel Tuttle P

Andy Omps P

Jason Didawick P

Board of Education:

Aaron Close (Annual) P

Zach Rider P

Ryan Fincham (01/30/2022) P

Town of Bath:

Spencer Shives A

Joe Anderton P

Matt Pennington P

The meeting was called to order by President Joel Tuttle at 7:04pm.

Agenda:

- A motion was made to approve the agenda by Matt Pennington and seconded by Zach Rider.

Review / Approve Minutes – November 2022

- November meeting minutes were not available. Aaron Close agreed to bring to our March 15, 2023 meeting.

Review / Approve Financials

The financials were presented, reviewed, and approved. The motion was made by Aaron Close, and Andy Omps seconded the motion.

Public Comment: There were no public comments.

Biser Street:

- We are first on the list for re-surfacing the courts (to be completed in the spring).
- The future design / layout of the courts after re-surfacing was discussed. A motion was made by Aaron Close and seconded by Ryan Fincham to convert existing tennis courts into 3 pickle ball courts. The motion included painting the lines and adding necessary hardware and nets.
- It was recommended to try and invite volunteers on the "Make it Shine Date" to help clean up the existing volleyball court.

North Berkeley Park:

- Camera / Lights – Working on a grant to add electric. No further updates currently.

Little League:

- The board discussed turning on the power to the Blue building effective 03/01/2023 and also to have trash pickup begin the same date. A motion was made by Joel Tuttle and seconded by Matt Pennington.
- A motion was made by Aaron Close and seconded by Zach Rider to install the nets on March 20th.

- A motion was made by Joe Anderton and seconded by Joel Tuttle to order a load of ballfield dirt for the fields. The order will be 25 ton for a price of \$1,290 through New Enterprise. We had one other quote for 20 ton that was higher than the \$1,290.
- Men's softball had a request for new ballfield dirt. The board agreed to see if the 25 ton would be enough for all fields including this one prior to ordering any additional dirt.

Soccer League:

- The soccer league has raised funding and purchased fencing for the soccer complex. Aaron Close made a motion and Zach Rider seconded the motion to allow them to have it installed.

Biddy Buddy-

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Other Items:

- Web page- The board acknowledged the site was down and would need updated.
- Concession Trailer- The board agreed to have Aaron Close conduct additional research for future use at different events / options for teams to use.
- Swimming Program
 - The board discussed the possibility of adding a swimming program. The initial program would last 6 weeks with a goal to have multiple throughout the year. The goal would be to help offer swimming lessons to more people as previous classes have always sold out quickly.

Director Updates:

- Fundraising- Discussed the idea of a polar plunge. We also discussed having a chili cookoff at the North Berkeley Park.

President Joel Tuttle adjourned the meeting at 8:40pm.

X

Treasurer

X

Vice President / Secretary

PKK
Feb 15, 2023 Public

Larry Landon

Town of Bath

TOM ROSENBERG 201-247-2355 BERKLEY SPRINGS

Paula Osborne 304 676-9347 "

BOB OSBORNE 304-258-9464 "

MORGAN COUNTY PARKS & RECREATION COMMISSION

Profit & Loss

February 2023

	Feb 23	Jul '22 - Feb 23
Ordinary Income/Expense		
Income		
Back to School Bash Donations		
Direct Public Support	50.00	12,362.00
Corporate Contributions		
Morgan County Commission	0.00	2,000.00
Town of Bath	0.00	35,000.00
	0.00	1,080.00
Total Direct Public Support	0.00	38,080.00
Other Types of Income		
Field Rent	0.00	3,100.00
Total Other Types of Income	0.00	3,100.00
Program Income		
Biddy Buddy		
Concessions		
Picture Commission	1,328.30	3,197.30
Registration	122.00	122.00
Team Sponsors	50.00	6,210.31
	0.00	2,100.00
Total Biddy Buddy	1,500.30	11,629.61
Total Program Income	1,500.30	11,629.61
Total Income	1,550.30	65,171.61
Expense		
Contract Services		
Auditing Fees	0.00	3,900.00
Contract Services - Other	0.00	312.00
Total Contract Services	0.00	4,212.00
Facilities and Equipment		
Biser St Park Improvements	0.00	6,645.00
Biser Street Toilet Rental	0.00	1,200.00
General Repairs & Maintenance	0.00	-7.00
Little League Fields - 522		
522 Field Improvements	1,144.81	3,144.81
Electric 522 Lights/WB/PK	0.00	2,357.58
Repairs and Maintenance	244.81	1,125.83
Waste Removal (522 fields)	0.00	1,108.04
Total Little League Fields - 522	1,389.62	7,736.26
Soccer Field Improvements	0.00	3,197.92
Total Facilities and Equipment	1,389.62	18,772.18
Fundraiser Expense	0.00	185.00
Office Supplies	0.00	98.70
Operations		
Postage, Mailing Service	0.00	36.20
Safety Fee	0.00	154.00
Supplies	0.00	188.04
Utilities	398.77	2,147.11
Total Operations	398.77	2,525.35
Other Types of Expenses		
Insurance - Liability, D and O	0.00	732.00
Total Other Types of Expenses	0.00	732.00
Payroll Expenses	0.00	7,485.73
Program Expenses		
Back to School Bash	0.00	7,040.40
<i>Other cost Credit Card Fees</i>	-21.28	

10:10 AM
03/13/23
Cash Basis

MORGAN COUNTY PARKS & RECREATION COMMISSION
Profit & Loss
February 2023

	Feb 23	Jul '22 - Feb 23
Biddy Buddy Basketball		
Awards	611.98	611.98
Concessions	352.61	1,985.84
Junior Rims	0.00	261.73
Shirts	0.00	2,576.00
Supplies	0.00	-9.58
Total Biddy Buddy Basketball	964.59	5,425.97
Soccer Camp	0.00	15.40
Swim Camp	0.00	3.00
Total Program Expenses	964.59	12,484.77
Total Expense	2,752.98	46,495.73
Net Ordinary Income	-1,202.68	18,675.88
Net income	-1,202.68	18,675.88

10:10 AM
03/13/23
Cash Basis

MORGAN COUNTY PARKS & RECREATION COMMISSION
Balance Sheet
As of February 28, 2023

	Feb 28, 23	Feb 28, 22
ASSETS		
Current Assets		
Checking/Savings	-192.00	-192.00
2010-11 Checking	82,322.57	47,748.80
ACCOUNT # 4110748 (OPERATING)		
Total Checking/Savings	82,130.57	47,556.80
Total Current Assets	82,130.57	47,556.80
TOTAL ASSETS	82,130.57	47,556.80
LIABILITIES & EQUITY		
Equity	63,454.69	36,787.82
Unrestricted Net Assets	18,675.88	10,768.98
Net Income		
Total Equity	82,130.57	47,556.80
TOTAL LIABILITIES & EQUITY	82,130.57	47,556.80

Morgan County Parks and Recreation Summer Swim Program 2023 Proposal

Proposal:

I propose that Morgan County Parks and Recreation expand the Summer swim lessons program at Berkeley Springs State Park from one week to six weeks in 2023.

Background:

1. In 2022, the Morgan County Swim Program consisted of one week of lessons consisting of five daily lessons of one hour each. Three classes were taught daily.
2. In 2022, the primary instructor was not an American Red Cross (ARC) Water Safety Instructor (WSI).
3. The cost of one week of swim lessons was \$25.
4. In 2022, 30+ children attended lessons, but several had to be denied service due to a lack of classes.
5. The pool is free in the mornings until 1200 as long as the Parks and Recreation provides its own lifeguard.
6. One of the challenges cited in expanding the swim lesson program is the lack of qualified instructors. The cost of the American Red Cross classes is seen as "too expensive".

Proposal Details

1. Provide six weekly sessions of swim lessons. Each session consists of five, daily 45 minute classes.
2. The primary instructor will have an ARC Water Safety Instructor certification. All other instructors will be certified ARC lifeguards. All instructors are encouraged to obtain ARC WSI certification.
3. The cost will remain \$25 per session. Consider \$125 for all 6 sessions.
4. Two concurrent classes will be taught each hour, expanding the potential number of students.
6-8 students per class, 45 minutes per daily lesson
Class times are 0930-1015, 1015-1100 and 1100-1145
Beginner and advanced levels will be taught each hour.
5. Proposed dates:
Week 1: 19-23 June
Week 2: 26-30 June
Week 3: 3-7 July
Week 4: 10-14 July
BREAK WEEK
Week 5: 24-28 July
Week 6: 31 July-4 August
6. A lifeguard will be on deck at all times during lessons.

Potential expansion and benefits

1. After the 2023 season, Parks and Recreation should consider expanding the summer program.
2. Based on this year's feedback from patrons, a year round, evening program should be considered.
3. This program could provide a long term source of future lifeguards and WSI's for WV State Park swimming programs.

Assistance needed:

Advertisement and sign up.

Hire 2 x lifeguards/WSI from 0930-1145 M-F

Teacher Training opportunity by WSI for non-certified instructors

Equipment: Kick boards, lane lines and diving rings

**Morgan County Parks and Recreation
Summer Swim Program 2023 Proposal**

Level 1: Intro to Water Skills, age 3+ (Polliwogs)

For the beginner who is comfortable in the water.

Swimmers learn basics of swimming: bobbing, going under water, supported front and back floating, supported rolling over from front to back and back to front, supported gliding, supported flutter kick, supported front crawl arms and jumping in.

Level 2: Fundamental Aquatic Skills, age 4+ (Tadpoles)

Swimmers should already be able to float on front and back and put their head under water.

Swimmers will work on: independent front and back floating, independent rolling over from front to back and back to front, independent front and back glides, front crawl arms and kicks, back crawl arms and kicks, retrieving underwater objects, and jumping into water over their head.

Level 3: Stroke Development, ages 5-6

Swimmers should already be comfortable swimming front stroke and swimming on their back.

Swimmers will work on: gliding, freestyle with side breathing, backstroke, breast stroke and dolphin kicks, retrieving objects in deeper water, treading water, jumping into deep water and compact dives.

Level 4: Stroke Improvement, ages 7-8+ (Mantas)

Swimmers should already be able to: swim front and back crawl 25 yards.

Swimmers will work on: rotary breathing, freestyle, backstroke, elementary backstroke, scissors kick and sidestroke, whip kick and breaststroke, intro to turning at wall, treading water with modified scissors, and diving in kneeling position.

Level 5: Stroke Refinement, ages 9-10+ (Barracudas)

Swimmers should already be able to: swim freestyle, breaststroke and backstroke 25 yards, scissors kick, whip kick, treading water, and dive.

Swimmers will work on: alternate breathing, stride jump, refinement of: freestyle, backstroke, elementary backstroke, sidestroke, breaststroke, dolphin kick and butterfly, open turn on front and back, feet-first surface dive, and treading water.

Level 6: Swimming and Skill Proficiency, ages 11+ (Sharks)

Swimmers should already be able to: swim front and back crawl 50 yds, elementary backstroke 25 yards, breaststroke 25 yards, butterfly 25 yards, sidestroke 10 yards, tread water for 3 minutes, and dive.

Swimmers will work on: All six strokes, front and back crawl, flip turn, breaststroke turn, breaststroke speed turn and pullout, butterfly turn, sidestroke turn, pike and tuck surface dive, pike and tuck dive from board, tread water for five minutes, and basic water rescue. Please note: Not all pools are deep