



MINUTES
Jefferson County Parks & Recreation Commission
October 16, 2019
7:00 p.m.
Jefferson County Community Center

- I. Call to Order: 7:03
- II. Roll Call: Dinges, Hill, Milbourne, Mountz, Taylor, Thompson, McIntyre, Manuel
BOD absent: Osantowske, Pierson, Marshall, Skinner
- III. Public Comment: None
- IV. Approval of Minutes: Manuel made motion. Approved.
- V. Treasurer's Report: Treasurer Hill gave overview of finances
- VI. Director's Report: Assistant Director Dave Kling gave director's report for Director Myers. As of November 1st, Jefferson County Parks and Recreation will revert all maintenance of Morgan's Grove Park back to the Shepherdstown Community Club. New playground equipment will be installed at Sam Michael's Park. Several Events coming up such as the Halloween Fun Fest, Wee Warrior Dash, and Santa's Polar Party.
- VII. Standing Committee Reports
 1. Executive: met and discussed new business items below
 2. Finance: did not meet
 3. Infrastructure: met and discussed Leetown Park and Sam Michael's Park
 4. Operations: did not meet
 5. Audit: did not meet
- VIII. Unfinished Business
- IX. Old Business
- X. New Business
 1. Discussion and possible action on JCPRC awards proposal (Mountz) (Possible Executive Session)
After discussing the awards proposal, Mountz made a motion to adopt the proposal as presented. Approved.

Mountz made motion to enter executive session to review nominees for the awards. Manuel made motion to come out of executive session. Mountz made motion to award the Pillar and Instructor award to proposed recipients. approved

2. Discussion and possible action on updating the JCPRC Employee Handbook to include part-time permanent definition and position. (Milbourne)
After discussion, Mountz made motion to accept the definition of Part-Time Permanent Employee into the handbook. Approved.

XI. Adjournment: Taylor made motion to adjourn meeting at 7:50 pm