

STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:

A regular meeting of the Stockert Youth & Community Center Board of Directors was held at the Stockert Youth Center, 79 East Main Street on Monday, October 1, 2018 at 4:30 pm with the following in attendance:

| | | |
|-----------------------------|-------------------|---------|
| Mayor | David McCauley | Present |
| City Recorder | Colin Reger | Absent |
| Director of Finance & Admin | Amberle Jenkins | Present |
| Board Member | Pam Cuppari | Present |
| Board Member | Robert Rupp | Absent |
| Board Member | Pam Martin | Absent |
| Board Member | Tammy Samples | Present |
| Board Member | Troy Brady | Present |
| Board Member | Nancy Shobe | Present |
| Board Member | Don Nestor | Present |
| Board Member | Melissa Franke | Present |
| SYCC Director | Debora Brockleman | Present |

Also in attendance Larry Carter.

Meeting Agenda Posted 09/26/18

*City of Buckhannon Stockert Youth & Community Center
Board of Directors Meeting - 4:30 pm in SYCC Conference Room
Meeting Agenda for October 1, 2018*

- A. Call to Order
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
- B. Recognized Guests
- C. Financial Report
- D. Department Report- Debora Brockleman
 - D.1 Upcoming Events and Current Programs
 - D.2 Elimination Dinner Fund Raiser-Task Assignments and Organization
- E. Correspondence & Information
 - E.1 CityPR: Elimination Dinner to benefit SYCC October 12, 2018
 - E.2 Halloween Events-SYCC's Haunting October 26th & BPD's Trunk or Treat October 30th
Trick or Treat October 31st 6pm-7:30pm
- F. Consent Agenda
 - F.1 Approval of Minutes: Regular 09/10/18 & Special 09/17/18
- G. Strategic Issues for discussion and vote
 - G.1 Discussion Update- Multi-Purpose Building/Gym
 - G.2 Discussion Update Bumper Sticker Campaign
- H. Board Members Comments and Announcements
 - I. Mayor's Comments and Announcements
- J. Adjournment

Posted 09/26/18

Mayor McCauley called the meeting to order led by a moment of silence and pledge to the US flag. Mayor McCauley asked members to keep Council member Albaugh in their thoughts as her husband, Tommy Albaugh passed away. In lieu of flowers, the family has asked that donations be made toward SYCC for the capital campaign.

Thomas P. "Tommy" Albaugh, age 65, of Buckhannon died Sunday, September 30, 2018, at his home. He was born June 1, 1953, in Portsmouth, VA a son of the late Col. Cornelius C. "Neil" Albaugh, Jr. and Martha Page Albaugh. He was united in marriage on September 27, 1991, to Mary L. Evans Albaugh who survives. In addition to his father and mother, he was also preceded in death by his former father- and mother-in-law Bobby R. and Lenna M. McCartney.

In addition to his wife, he is also survived by one son Thomas R. Albaugh and wife Naomi of San Antonio, TX; two daughters: Erin Page Anderson and husband Michael of Buckhannon and Erica Dupree and husband Drew of Woodbine, GA; two grandchildren: Hayden Page Anderson and Emma Rae Dupree; one brother Neil P. Albaugh and wife Joline of Tucson, AZ; one sister Katharine Gravelle of Tucson, AZ. one sister-in-law Debbie McCartney of Ventura, CA; several nieces and nephews, and also the sons of Tommy's lifelong friends: Tyler Putzulu and R.J. and Drew Smallridge.

Tommy was a former parts manager for World Wide Equipment. He was an avid hunter and fisherman and always enjoyed getting to go to the hunting camp at Bear Holler with friends of the family, where he also took part in making maple syrup. He was extremely artistic and one of his many talents was building wooden model ships. He had a fantastic sense of humor and was loved by everyone that knew him.

Friends will be received at the Buckhannon Alliance Church on Friday, October 5, 2018, from 10:00 AM-2:00 PM; with a Celebration of Life service beginning at 2:00 PM, with Pastor Jeff Norris and the Rev. Robert F. Heavner officiating. Inurnment will be held at a later date at the Arlington National Cemetery in Arlington, VA. In lieu of flowers, donations may be made to the Stockert Youth Center for the gymnasium project at 79 East Main St., Buckhannon, WV 26201 in care of Debora Brockleman.

Finance report- Amberle Jenkins

Mrs. Jenkins reported on the following revenues and expenses for the month of September and an update of donations made toward the capital campaign.

| STOCKERT YOUTH CENTER | | | | | | | |
|------------------------------------|-----------------------------|----------------|------------------|------------------|-------------|-------------------|--------------|
| MONTHLY FINANCIAL REPORT | | | | | | | |
| REVENUE & EXPENSES | | | | | | | |
| 001 007 001 00 | STOCKERT YOUTH CENTER SAL | 124,500 | 9,201.11 | 71,607.15 | 0.00 | 59,493.95 | 27.04 |
| 001 007 003 00 | CAMP FACILITATOR SALARIES | 22,000 | 1,312.19 | 9,787.51 | 0.00 | 11,212.49 | 51.83 |
| 001 007 004 00 | STY BUS DRIVERS | 8,000 | 0.00 | 146.75 | 0.00 | 7,853.25 | 4.36 |
| 001 007 004 00 | FICA TAX | 12,100 | 731.93 | 1,274.77 | 0.00 | 8,825.23 | 27.04 |
| 001 007 005 00 | GROUP INSURANCE | 21,000 | 0.00 | 1,927.40 | 0.00 | 19,072.60 | 17.08 |
| 001 007 006 00 | GROUP RETIREMENT | 7,500 | 551.10 | 1,611.54 | 0.00 | 5,888.46 | 21.49 |
| 001 007 007 00 | COMPENSATED ABSENCE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001 007 008 00 | TOTAL SALARIES & BENEFITS | 197,100 | 10,986.41 | 82,617.12 | 0.00 | 145,462.69 | 25.28 |
| OPERATIONAL SERVICES | | | | | | | |
| 001 007 011 00 | TELEPHONES | 2,100 | 21.03 | 411.01 | 0.00 | 1,688.99 | 19.61 |
| 001 007 014 00 | UTILITIES | 11,500 | 11.34 | 4,132.92 | 0.00 | 9,167.05 | 22.15 |
| 001 007 014 00 | TRAVEL EXPENSE | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 001 007 016 00 | MAINTENANCE | 2,500 | 280.26 | 1,076.07 | 0.00 | 4,423.93 | 19.56 |
| 001 007 018 00 | POSTAGE | 250 | 0.00 | 0.00 | 0.00 | 250.00 | 0.00 |
| 001 007 021 00 | TRAINING | 250 | 0.00 | 275.00 | 0.00 | 0.00 | 130.00 |
| 001 007 026 00 | INSURANCE & BONDS | 13,500 | 890.70 | 2,735.46 | 0.00 | 10,764.54 | 20.27 |
| 001 007 030 00 | STC CONTRACTORAL BUD GET | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| MATERIALS & SUPPLIES | | | | | | | |
| 001 007 031 00 | MATERIALS & SUPPLIES | 5,000 | 970.09 | 2,551.61 | 0.00 | 2,148.39 | 53.01 |
| 001 007 031 00 | OPERATING EXPENSES | 1,500 | 77.50 | 340.00 | 0.00 | 1,259.50 | 16.51 |
| 001 007 032 00 | STC AUTO SUPPLIES | 2,000 | 0.00 | 214.74 | 0.00 | 1,785.26 | 10.74 |
| 001 007 033 00 | DRILL TEAM | 5,000 | 0.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 001 007 035 00 | DMPS TEAM | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 001 007 036 00 | YOUTH BASKETBALL | 10,000 | 670.00 | 781.07 | 0.00 | 17,215.00 | 1.34 |
| 001 007 037 00 | TUTORING | 250 | 0.00 | 0.00 | 0.00 | 250.00 | 0.00 |
| 001 007 038 00 | MISC. LUNCHEONS/PARTIES | 250 | 0.00 | 250.00 | 0.00 | 477.82 | 4.41 |
| 001 007 039 00 | APT/GRAMA PROGRAM | 250 | 0.00 | 0.00 | 0.00 | 250.00 | 0.00 |
| 001 007 040 00 | CAMP FACILITATOR SUPPLIES | 4,000 | 51.27 | 1,408.11 | 0.00 | 1,551.57 | 46.99 |
| 001 007 041 00 | AFTER SCHOOL SUPPLIES | 4,000 | 717.71 | 661.94 | 0.00 | 1,335.06 | 16.64 |
| 001 007 042 00 | DRINK/SHACK MAINTN | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001 007 043 00 | EMERGENCY CLARK INSTRUCTION | 1,500 | 130.00 | 400.00 | 0.00 | 1,420.00 | 37.00 |
| 001 007 044 00 | CHATEAUX | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001 007 045 00 | RED RIBBON WEEK EXPENSE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001 007 046 00 | FUND RAISER | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 001 007 047 00 | TIME OUT GOLFING | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001 007 048 00 | USARS/STC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001 007 049 00 | MEDIA | 1,000 | 0.00 | 24.00 | 0.00 | 976.00 | 2.40 |
| 001 007 050 00 | YOUTH FITNESS CLASS | 1,000 | 104.00 | 250.00 | 0.00 | 746.00 | 25.60 |
| 001 007 051 00 | YOUTH LESSONS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001 007 052 00 | MISC ACTIVITIES ONE TIME | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 001 007 053 00 | FIVE FRIENDS SPRT STC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001 007 054 00 | TOTAL CONTRIBUTIONS | 45,500 | 2,340.59 | 6,750.77 | 0.00 | 10,749.21 | 14.64 |
| CAPITAL OUTLAY | | | | | | | |
| 001 007 059 00 | CAPITAL CAMPAIGN BUD & IT | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001 007 058 00 | STC CHILDREN'S FESTIVAL | 1,000 | 544.79 | 544.79 | 0.00 | 455.21 | 14.36 |
| 001 007 059 00 | CAPITAL OUTLAY | 2,000 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 001 007 077 00 | STC TEEN DANCES | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001 007 078 00 | TOTAL CAPITAL OUTLAY | 1,000 | 544.79 | 544.79 | 0.00 | 2,455.21 | 10.16 |
| CONTRIBUTIONS | | | | | | | |
| 001 007 079 00 | DEPRECIATION EXP CURR YR | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001 007 080 00 | TOTAL CONTRIBUTIONS | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL STOCKERT YOUTH CENTER | | 283,200 | 15,027.02 | 70,764.97 | 0.00 | 212,435.04 | 24.97 |

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF SEPTEMBER 30TH, 2018

001-GENERAL FUND

4 OF YEAR COMPLETED: 25.00

| REVENUES | CURRENT BUDGET | CURRENT PERCENT | YEAR TO DATE ACTUAL | TOTAL ENCUMBERED | BUDGET BALANCE | % YTD BUDGET |
|---|----------------|------------------|---------------------|------------------|------------------|--------------|
| CHARGES FOR SERVICES | | | | | | |
| 001-362-000-00 SYC CONTRIB. UGE AND DOE | 45,000 | 0.00 | 0.00 | 0.00 | 45,000.00 | 0.00 |
| 001-362-000-01 SYC UTILITY REVENUE | 2,500 | 209.00 | 523.00 | 0.00 | 1,867.00 | 25.32 |
| 001-362-000-02 SYC CAMP BUCKHANNON FEES | 18,000 | 3,794.50 | 17,889.00 | 0.00 | 111.00 | 99.38 |
| 001-362-000-03 SYC DRILL TEAM FEES | 8,000 | 790.00 | 1,082.00 | 0.00 | 3,999.00 | 20.02 |
| 001-362-000-04 SYC BASKETBALL FEES | 14,000 | 0.00 | 965.00 | 0.00 | 17,435.00 | 3.14 |
| 001-362-000-05 SYC ROOM RENTAL FEES | 1,500 | 380.00 | 630.00 | 0.00 | 2,870.00 | 18.00 |
| 001-362-000-06 SYC ART/DRAMA FEES | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001-362-000-07 SYC AFTER SCHOOL FEES | 18,000 | 4,727.94 | 12,938.23 | 0.00 | 5,069.77 | 71.83 |
| 001-362-000-08 SYC DRINK/CHACK MACHINE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001-362-000-09 SYC DONATIONS | 2,000 | 7,700.00 | 12,298.00 | 0.00 | 10,298.00 | 614.90 |
| 001-362-000-10 SYC KAMATE FEES | 1,500 | 450.00 | 960.00 | 0.00 | 540.00 | 64.00 |
| 001-362-000-11 RED RIBBON WEEK | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001-362-000-12 SYC GIRLS GO GOLFING | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001-362-000-13 UCARE/SYC | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001-362-000-14 SYC BINGO FUND RAISER | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001-362-000-15 SYC CHILDRENS FESTIVAL DO | 500 | 200.00 | 700.00 | 0.00 | 200.00 | 140.00 |
| 001-362-000-16 SYC TEEN DANCES | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 001-362-000-17 ZUMBA REVENUE | 1,000 | 0.00 | 25.00 | 0.00 | 975.00 | 2.50 |
| 001-362-000-18 YOGA FITNESS CLASS REVENUE | 1,000 | 115.00 | 315.00 | 0.00 | 685.00 | 31.50 |
| 001-362-000-19 GUITAR LESSONS REVENUE | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 001-362-000-20 SYC MISC ACTV REVENUE ITI | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 001-362-000-99 SYC REQUEST | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL CHARGES FOR SERVICES | 117,000 | 16,374.46 | 47,946.23 | 0.00 | 69,053.77 | 40.98 |

CONTRIB

| | | | |
|--|-----------|-------------------|-----------|
| Interest posted | | \$ | 1.55 |
| 05/22/2018 SYC DONATIONS GYM | 569176 | \$ | 100.00 |
| 06/22/2018 Fitness Challenge | 575713 | \$ | 50.00 |
| 06/29/2018 Anthony Gum | 576975 | \$ | 300.00 |
| 06/29/2018 JB Kimble | 576979 | \$ | 20.00 |
| 07/09/2018 SYC 4TH July events | 579459 | \$ | 644.00 |
| 07/16/2018 United Way Lewis Co | 580879 | \$ | 1,042.00 |
| 07/20/2018 Mike Cozad | 581698 | \$ | 1,000.00 |
| 08/06/2018 David McCauley | 585443 | \$ | 100.00 |
| 08/07/2018 Pamela Martin | 585463 | \$ | 150.00 |
| 08/14/2018 SYC DONATIONS GYM | 587122 | \$ | 492.00 |
| 08/16/2018 Theresa Poling | 587674 | \$ | 150.00 |
| 08/24/2018 SYC DONATIONS GYM | 589810 | \$ | 20.00 |
| 08/31/2018 Mid Atlantic Storage int 6/30/18 | 590473 | \$ | 1,000.00 |
| 09/07/2018 David McCauley | 591722 | \$ | 3.97 |
| 09/07/2018 David McCauley | 591722 | \$ | 100.00 |
| 09/17/2018 Elks Lodge 1736 | 594127 | \$ | 1,250.00 |
| 09/17/2018 Steeler tkt raffle | 594271 | \$ | 515.00 |
| 09/18/2018 Corridor H Tire | 594427 | \$ | 50.00 |
| 09/18/2018 H. Winston McHenry | 594425 | \$ | 300.00 |
| 09/18/2018 WV Development David McCauley-elim din | 594426 | \$ | 1,000.00 |
| 09/21/2018 tble | 595256 | \$ | 250.00 |
| 09/21/2018 David Mccauley | 595256 | \$ | 50.00 |
| 09/25/2018 Hoover Farm | 595939 | \$ | 100.00 |
| 09/25/2018 John Spar | 595941 | \$ | 10.00 |
| 09/25/2018 Jeanies | 595942 | \$ | 100.00 |
| 09/25/2018 High School Students | 595943 | \$ | 8.00 |
| 09/25/2018 Terry Gould | 595944 | \$ | 100.00 |
| 09/25/2018 Number One Auto | 595946 | \$ | 200.00 |
| 09/25/2018 Kesling Mill Lions Club | 595947 | \$ | 250.00 |
| 09/25/2018 Loudin Insurance SYC Elimination | 595948 | \$ | 250.00 |
| 09/25/2019 DnTks&Donations | 595949 | \$ | 1,592.00 |
| | | \$ | 45,835.55 |
| capital campaign | \$ | 151,721.00 | |
| Contributions from Utility Bills | | 1224.29 | |
| Total all | \$ | 198,780.84 | |

SYCC Elimination Dinner: Mrs. Jenkins reported on problems with the raffle permit. Create Buckhannon was willing to use their license to conduct the raffle but it had expired. Upon inquiry, it takes 60 days to apply for a license and City could not obtain the license in time for dinner. Create Buckhannon has agreed to renew their license and will conduct the raffle dinner for SYCC. Mrs. Jenkins is trying to work out the details during the night of the event. She has also had to make an inquiry to ethics commission so that city is properly handling the event disbursements.

Department Reports-Debora Brockleman:

D.1 Upcoming Events and Current programs:

Staff Report

Oct 1, 2018

- Children's Festival as very well attended with 728 children signed in
- SYCC will be having a children's pet show in conjunction with "Love for Dog" during the Fall Fest. We will also be doing pumpkin painting with the kids
- Basketball sign-ups will be Oct 22, 29 and Nov 5th, time is 530-730
- Basketball skills day will be Nov 10
- SYCC Halloween Event will be a Haunting and will be held at SYCC. For kids and Adults 7-12:00 am . Cost is \$8
- We have a bumper sticker draft to decide on with was designed by Ralston Press.

D.2 Elimination Dinner Fund Raiser- Task Assignments and organization:

Elimination Dinner

We have several raffle items collected from various area businesses

- Merle Norman
- Camden Creek Primitives
- Lowes
- Buckhannon Country Club
- Kobota Sweatshirt and Hats
- Ace Hardware
- Community Bank -\$100
- Mary Kay Makeup
- Southern States
- Rob's Detailing
- WVWC Basket
- WVU Basketball Tickets
- WVU Football Tickets
- Holly River Cabin Rental two night stay
- A Governor's Inn B&B two night stay
- Shelley Loudin's Massage Therapy Gift Cert
- Ralph's Furniture Gift Cert
-more to come

The dinner is coming together and we will be having a walk thur next week to get the floor plan figured out.

Ticket Sales are going very well.

Board member-Tammy Samples recommended determining how much starting cash for change is needed for the raffle and auction.

There will also be \$25 prizes distributed during the elimination dinner. The \$1000 prize will be awarded for the final prize. Some of the Board Members said the \$25 prized should be cash. Mrs. Jenkins feels checks should be issued for the prizes.

Mrs. Brockleman is trying to assign duties to those helping with the dinner.

Tammy Samples will help at the raffle table.

Nancy Shobe and Amby Jenkins will also help mark off numbers as they are eliminated.

Correspondence & Information:

E.1 CityPR: Elimination Dinner to benefit SYCC October 12, 2018



Elimination Benefit Dinner for Stockert Youth & Community Center October 12, 2018

September 19, 2018

BUCKHANNON, WV: Come out to the Brushy Fork Event Center on Friday, October 12th for a good time benefitting a good cause. Stockert Youth & Community Center will be holding an elimination dinner to help fund the construction of a new, larger multipurpose space for youth sports, events, and other community indoor recreation activities. 300 tickets will be sold for \$25 dollars each and the winner will walk away with \$1,000. In addition, numerous gifts will be raffled off. The dinner will feature roast beef, mashed potatoes and gravy, and green beans. Soft drinks are included with the ticket price and a full cash bar is available as well. Prior to the auctions and elimination drawings, attendees will enjoy live music from local artists. Aaron Harris will be the auctioneer once the dinner gets underway.

Several local businesses and individuals have stepped up to sponsor the event, including Spencer CPA's, Corridor H Tire, Winston Trucking, and the West Virginia Development Corporation. If you would like to sponsor a table, call Stockert Youth & Community Center or Buckhannon City Hall. Table sponsorships are available at the bronze, silver, gold, and platinum levels with commitments of \$50, \$100, \$500, and \$1,000 respectively.

Buy your elimination dinner tickets in advance at Buckhannon City Hall, Upshur County Convention & Visitors Bureau, or Stockert Youth & Community Center. Let's all join together for a fun evening that will go a long way toward our SYCC capital campaign.

For tickets & event information: (304) 473-0145 and on [Facebook at Stockert's Event Page](#)

For media inquiries: callie.csams@buckhannonwv.org

**E.2 Halloween Events-SYCC's Haunting October 26th & BPD's Trunk or Treat October 30th
Trick or Treat October 31st 6pm-7:30pm**

Consent Agenda:

F.1 Approval of Minutes: Regular 09/10/18 & Special 09/17/18- Motion Shobe/Brady to approve the consent agenda. Motion carried.

Strategic Issues for discussion and vote:

G.1 Discussion Update-Multi Purpose Building/Gym: Mayor McCauley reported that the sign/gauge showing the rendering of the new building was placed behind the building. Board Members discussed the most visible place to set it and determined that the front of the building facing Main St would be best.

G.2 Discussion Update Bumper Sticker Campaign: Mrs. Brockleman distributed bumper sticker sample designs from Ralston Press. The Board Members selected their favorite design. Mrs. Brockleman will order them in hopes they arrive before the dinner.

Board Member Comments:

- Brady thanked everyone for their participation in the upcoming Elimination Dinner to make it a successful event.
- The next meeting will be held Monday October 8th, 4:30 pm at the Event Center to finalize plans for the dinner.

There being no further business to be transacted, meeting adjourned at 5:30 pm

Mayor David McCauley _____

Assistant Recorder Amberle Jenkins _____

