

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

A regular meeting of the Stockert Youth & Community Center Board was held on Thursday, March 3, 2022, at 4:30 p.m., in City Hall Council Chambers with the following in attendance (GTM – GoToMeeting):

Mayor	Robbie Skinner	Present – by GTM
City Recorder	Randy Sanders	Present
Assistant Recorder/Finance Director	Amberle Jenkins	Present
Board Member	Pam Bucklew	Absent
Board Member	Sam Nolte	Present- by GTM
Board Member	Troy “Buddy” Brady	Present
Board Member	Tammy Samples	Present
Board Member	Melissa Franke	Present – by GTM
Board Member	Don Nestor	Present
Board Member	Nancy C. Shobe	Present
Board Member	Pamela Martin	Present
SYCC Executive Director	Debora Brockleman	Present
City Attorney	Tom O’Neill	Absent
MyBuckhannon	Monica Zalaznik	Present

Guests: Dale Shannon, Downstream Strategies.

To Participate in the SYCC Board meeting virtually,
please join the meeting from your computer, tablet or smartphone:
<https://global.gotomeeting.com/join/773218837>

You can also dial in using your phone United States: **+1 (872) 240-3311** Access Code: 773-218-837

*City of Buckhannon Stockert Youth & Community Center
Board of Directors Meeting – 4:30 pm in City Hall Council Chambers
Meeting Agenda for Thursday, March 3, 2022*

- A. Call to Order
 - A.1 Moment of Silence
 - A.2 Pledge to the Flag of the United States of America
- B. Recognized Guests
 - B.1 Dale Shannon-Downstream Strategies
- C. Financial Report
- D. Department Report- Debora Brockleman
 - D.1 Staff Report: Upcoming Events and Current Programs
- E. Correspondence & Information
 - E.1 Meeting Day Changed to the First Thursday of the Month at 4:30pm
- F. Consent Agenda
 - F.1 Approval of Minutes: 01/03/22 & 02/07/22
- G. Strategic Issues for discussion and vote
 - G.1 Continued Discussion Multi-Purpose Building/Gym-Building Options/Cost/Envision
- H. Board Members Comments and Announcements
- I. Adjournment

Posted 02/28/2022

A. Call to Order: Mayor Skinner attended virtually and asked Recorder Sanders to lead the meeting. The meeting was called to order, followed by a moment of silence and pledge to the flag.

B. Recognized Guests:

B.1 Dale Shannon – Downstream Strategies

Mr. Shannon reported that Downstream Strategies has been looking into possible grants or loans that might be available to help with the construction of the new SYCC building that has been discussed, as well as various grants that would enhance the resiliency of the community.

The group was curious as to the status of any grants that might be available. Mr. Shannon stated there are better options for loans, but still looking at grants.

He encouraged the group to develop language of a scope to incorporate the dimension of use for the new building. If it is basically a gym, he would suggest expanding the purpose.

The SYCC Members explained that the building has always been discussed as a multi-purpose building. Many members mentioned the building as the following:

- Multi-purpose building
- Use for community events
- Possibly a base for a day trip
- Health related activities for the community
- Primarily a youth center with youth activities

Recorder Sanders suggested that members of the Board should help develop a narrative that could be shared explaining the scope and the purpose of the facility.

Mr. Shannon indicated this could be used for applications that might be submitted for funding. He did mention that EDA grants will not fund anything recreational. They want broader perspectives.

A list of what the current building is being used for would be beneficial. Mrs. Brockleman reported that every room is being utilized every day in various ways.

Tammy Samples will help develop this language but will need input from other Board Members by Monday morning at 8 am.

Mr. Nestor stated that it will be important to know as soon as possible if any of these grants will be funded so the Board will know how to proceed in the future.

C. Financial Report: Mrs. Jenkins presented and explained the following financial information.

08/31/2020	Law, Roy donation memorial	742288	\$	175.00			
09/02/2020	Donations to SYCC	742983	\$	25.00			
09/10/2020	Law, Roy donation memorial	744856	\$	300.00	DayaWright\$50;alexRoss\$100,BillThurman\$100,Bhunter\$50		
09/23/2020	Law, Roy donation memorial	747516	\$	225.00	BurtonNancyHunter\$100,KellyCunningham\$50,GaryHess\$75	\$	725.00 put in SYCC Savings 10-5-20
09/30/2020	book int 9-30-20		\$	21.75		\$	21.75
10/07/2020	Law, Roy donation memorial	750505	\$	100.00	joyce harris-thacker		
10/14/2020	McCauley in honor Law, Roy	751807	\$	200.00	david mccauley		
11/16/2020	Kwanis Club Captcam	758877	\$	1,042.80			
12/30/2020	McCauley, David New Yr gift	767225	\$	200.00		\$	1,542.80 put in SYCC savings 1-7-21
12/30/2020	book int 12-30-20		\$	20.69		\$	20.69
02/16/2021	McCauley, David in honor Toots Bennett	777625	\$	200.00		\$	200.00 put in SYCC savings 5-26-21
03/31/2021	book interest 3/31/21		\$	20.40		\$	20.40
06/30/2021	book interest 6/30/21		\$	20.65		\$	20.65
09/30/2021	book interest 9/30/21		\$	20.88		\$	20.88
			\$	276,129.18			
09/27/2021	Tolliver, Melissa		\$	60.00			
10/19/2021	McCauley, David		\$	100.00			
11/12/2021	McCauley, David		\$	100.00			
12/22/2021	Weyhaeuser		\$	2,500.00			
12/29/2021	Martin, Pamela		\$	200.00			
01/03/2022	McCauley, David		\$	100.00		\$	3,060.00 put in SYCC savings 2-7-22
	capital campaign Contributions		\$	431,481.22			
						\$12,000.00	D Thomas Pledge not received yet
Total receive		\$		431,481.22			
with pledges		\$		443,481.22		\$12,000.00	

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2022

001-GENERAL FUND

% OF YEAR COMPLETED: 66.6

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
SALARIES & BENEFITS						
001-907-101-00 STOCKERT YOUTH CENTER SAL	150,000	15,641.79	107,326.66	0.00	42,673.34	71.5
001-907-103-00 CAMP BUCANNEER SALARIES	24,000	1,237.82	15,300.72	0.00	8,699.28	63.7
001-907-103-01 SYC BUS DRIVERS	1,000	75.00	450.00	0.00	550.00	45.0
001-907-104-00 FICA TAX	13,500	1,296.99	9,415.08	0.00	4,084.92	69.7
001-907-105-00 GROUP INSURANCE	27,950	1,493.75	16,865.54	0.00	11,084.46	60.3
001-907-106-00 GROUP RETIREMENT	10,600	1,006.27	7,253.62	0.00	3,346.38	68.4
001-907-109-00 COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.0
TOTAL SALARIES & BENEFITS	227,050	20,751.62	156,611.62	0.00	70,438.38	68.9
CONTRACTUAL SERVICES						
001-907-211-00 TELEPHONES	3,600	231.68	2,187.79	0.00	1,412.21	60.7
001-907-213-00 UTILITIES	17,000	2,576.77	12,402.59	0.00	4,597.41	72.9
001-907-214-00 TRAVEL EXPENSE	500	0.00	0.00	0.00	500.00	0.0
001-907-216-00 MAINTENANCE	7,000	797.63	6,588.06	0.00	411.94	94.1
001-907-218-00 POSTAGE	250	0.00	0.00	0.00	250.00	0.0
001-907-221-00 TRAINING	275	0.00	0.00	0.00	275.00	0.0
001-907-226-00 INSURANCE & BONDS	13,000	82.55	5,791.72	0.00	7,208.28	44.5
001-907-230-00 SYC CONTRACTURAL BUS SER	0	0.00	0.00	0.00	0.00	0.0
001-907-230-01 WORK STUDY/AMERICORP	3,000	0.00	0.00	0.00	3,000.00	0.0
TOTAL CONTRACTUAL SERVICES	44,625	3,688.63	26,970.16	0.00	17,654.84	60.4
COMMODITIES						
001-907-341-00 MATERIALS & SUPPLIES EXPE	6,000	217.88	3,419.13	0.00	2,580.87	56.9
001-907-341-01 OPERATING EXPENSES	2,500	205.95	1,601.84	0.00	898.16	64.0
001-907-343-00 SYC AUTO SUPPLIES	5,000	0.00	3,667.48	0.00	1,332.52	73.3
001-907-354-00 DRILL TEAM	5,000	0.00	0.00	0.00	5,000.00	0.0
001-907-355-00 DANCE TEAM	0	0.00	0.00	0.00	0.00	0.0
001-907-356-00 YOUTH BASKETBALL	18,000	334.27	5,179.59	0.00	12,820.41	28.7
001-907-357-00 TUTORING	250	0.00	0.00	0.00	250.00	0.0
001-907-358-00 MISC. DANCE/PARTIES	500	0.00	0.00	0.00	500.00	0.0
001-907-359-00 ART/DRAMA PROGRAM	1,000	0.00	0.00	0.00	1,000.00	0.0
001-907-360-00 CAMP BUCANNEER SUPPLIES	4,500	0.00	739.59	0.00	3,760.41	16.4
001-907-361-00 AFTER SCHOOL SUPPLIES	5,000	534.07	2,954.53	0.00	2,045.47	59.0
001-907-362-00 DRINK/SNACK MACHINE	0	0.00	0.00	0.00	0.00	0.0
001-907-363-00 KARATE CLASS INSTRUCTION	1,500	36.00	1,108.00	0.00	392.00	73.8
001-907-364-00 SKATEPARK	0	0.00	0.00	0.00	0.00	0.0
001-907-365-00 RED RIBBON WEEK EXPENSE	0	0.00	0.00	0.00	0.00	0.0
001-907-366-00 FUND RAISER	5,000	0.00	0.00	0.00	5,000.00	0.0
001-907-367-00 GIRLS GO GOLFING	0	0.00	0.00	0.00	0.00	0.0
001-907-368-00 UCARE/SYC	0	0.00	0.00	0.00	0.00	0.0
001-907-368-01 ZUMBA	1,500	0.00	812.00	0.00	688.00	54.1
001-907-368-02 YOGA FITNESS CLASS	0	0.00	0.00	0.00	0.00	0.0
001-907-368-03 GUITAR LESSONS	0	0.00	0.00	0.00	0.00	0.0
001-907-368-04 MISC ACTIVITIES-ONE TIME	2,000	0.00	0.00	0.00	2,000.00	0.0
001-907-368-05 GRANT EXP SYCC	0	0.00	0.00	0.00	0.00	0.0
TOTAL COMMODITIES	57,750	1,328.17	19,482.16	0.00	38,267.84	33.7
CAPITAL OUTLAY						
01-907-458-00 CAPITAL CAMPAIGN (BOE & U	0	0.00	0.00	0.00	0.00	0.00
01-907-458-01 SYC CHILDRENS FESTIVAL	1,250	0.00	619.12	0.00	630.88	49.53
01-907-458-02 SYCC BUILDING	38,400	0.00	0.00	0.00	38,400.00	0.00
01-907-459-00 CAPITAL OUTLAY	59,500	0.00	49,629.02	0.00	9,870.98	83.41
01-907-459-01 SYCC CAPITOL PROPERTY PUR	149,000	0.00	149,000.00	0.00	0.00	100.00
01-907-477-00 SYC TEEN DANCES	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	248,150	0.00	199,248.14	0.00	48,901.86	80.29
CONTRIBUTIONS						
01-907-570-00 DEPRECIATION EXP CURR YR	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL STOCKERT YOUTH CENTER	577,575	25,768.42	402,312.08	0.00	175,262.92	69.66

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2022

001-GENERAL FUND

% OF YEAR COMPLETED: 66.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CHARGES FOR SERVICES						
01-362-000-00 SYC CONTRIB. UCC AND BOE	45,000	20,000.00	65,000.00	0.00	20,000.00	144.44
01-362-000-01 SYC UTILITY REVENUE	2,500	179.00	1,462.00	0.00	1,038.00	58.48
01-362-000-02 SYC CAMP BUCANNEER FEES	18,200	0.00	8,584.50	0.00	9,615.50	47.17
01-362-000-03 SYC DRILL TEAM FEES	4,500	0.00	40.01	0.00	4,459.99	0.89
01-362-000-04 SYC BASKETBALL FEES	20,000	718.00	12,685.00	0.00	7,315.00	63.43
01-362-000-05 SYC ROOM RENTAL FEES	6,000	930.00	3,870.00	0.00	2,130.00	64.50
01-362-000-06 SYC ART/DRAMA FEES	0	0.00	0.00	0.00	0.00	0.00
01-362-000-07 SYC AFTER SCHOOL FEES	35,000	26,511.25	199,969.89	0.00	164,969.89	571.34
01-362-000-08 SYC DRINK/SNACK MACHINE	0	0.00	522.12	0.00	522.12	0.00
01-362-000-09 SYC DONATIONS	14,000	0.00	15,060.00	0.00	1,060.00	107.57
01-362-000-10 SYC KARATE FEES	1,000	280.00	1,320.00	0.00	320.00	132.00
01-362-000-11 RED RIBBON WEEK	0	0.00	0.00	0.00	0.00	0.00
01-362-000-12 SYC GIRLS GO GOLFING	0	0.00	0.00	0.00	0.00	0.00
01-362-000-13 UCARE/SYC	0	0.00	0.00	0.00	0.00	0.00
01-362-000-14 SYC BINGO FUND RAISER	0	0.00	0.00	0.00	0.00	0.00
01-362-000-15 SYC CHILDRENS FESTIVAL DO	0	0.00	350.00	0.00	350.00	0.00
01-362-000-16 SYC TEEN DANCES	0	0.00	0.00	0.00	0.00	0.00
01-362-000-17 ZUMBA REVENUE	2,000	220.00	955.00	0.00	1,045.00	47.75
01-362-000-18 YOGA FITNESS CLASS REVENUE	0	0.00	0.00	0.00	0.00	0.00
01-362-000-19 GUITAR LESSONS REVENUE	0	0.00	0.00	0.00	0.00	0.00
01-362-000-20 SYC MISC ACTV REVENUE ITI	0	0.00	9,000.00	0.00	9,000.00	0.00
01-362-000-99 SYC BEQUEST	0	0.00	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	148,200	48,838.25	318,818.52	0.00	170,618.52	215.13

Motion Nestor/Brady to accept the financial report as submitted. Motion carried.

D. Department Report-Debra Brockleman

D.1 Staff Report-Upcoming Events and Current Programs – Mrs. Brockleman provided the following report:

Stockert Youth & Community Center
Board of Directors Meeting
March 3, 2022

- Basketball ended this past weekend. We had the end of season tournaments which went very well. This season was good with little to no problems with parents or players. Everyone was very positive and came to cheer on their players. We had quite a few questions about our new building and most were asking when we will start with the construction. We received much praise about our program. Most of this week has been basketball clean up week with basketballs being returned and coaches wrapping up with their end of season pizza parties.
- After School is going very well. We continue to receive new enrollments weekly. We have had a few spots open as we have had kids have moved out of town.
- Karate, Kick boxing and Kangoo continues on a regular schedule
- The Drill Team continues to prepare for the Strawberry Parade with practices on Thursdays
- We are beginning to plan for Camp Buccaneer with registrations starting on April 1.
- Over Spring Break we are having a building cleanup day
- In April (DTBA) we will have a playground cleanup day. Anissa is putting that on the Buckhannon Volunteer Center website.
- Our new Staff members are working out great. They are full of energy and new ideas for our programs. The kids really like both and they seem to handle the organized chaos well.

Mrs. Brockleman commented that the Board of Education uses two rooms for PALS and Alternative School. The rooms are supposed to be used during day by the two groups and then opened for SYCC use in the evenings, but it feels invasive to use the rooms for SYCC purposes.

E. Correspondence & Information:

E.1 Meeting Day Changed to the First Thursday of the Month at 4:30pm

F. Consent agenda:

F.1 Approval of Minutes: 01/03/22 & 02/07/22

Motion Samples/Shobe to approve the minutes of the meeting held 01/03/22 and 02/07/22. Motion carried.

G. Strategic Issues for discussion and vote:

G.1 Continued Discussion Multi-Purpose Building/Gym-Building Options/Cost/Envision-
Discussed earlier in the meeting.

H. Board Member comments and announcements:

- **Nestor:** We need to keep focus on building construction. That means working with the City and County and Board of Education together to accomplish that. The City Council and Planning Commission held a meeting recently to discuss a possible Park Director appointment. There was a good discussion of the need to maintain and develop city parks. If there is some way to utilize parks, SYCC and Theatre, that would be a good direction. Ultimately this is a youth center.
- **Martin:** Wondered if a PR campaign would be beneficial maybe signs, pictures and posters of activities. She feels that would be very beneficial. Visual sometimes works well.
- **Sanders:** Feels Ms. Martin would be a good person to develop a PR campaign as she explained. She and Debra should work on that. He reminded the group that City Council has invested funds in purchasing three lots next to the building for future expansion.
- **Brady:** Commented that people have donated toward the building construction and feels work should begin soon. He does not expect any further donations until the building construction starts.

- **Nolte:** Cautioned Board. He understands the frustration in getting the building started but when the campaign started a few years ago, thoughts were that the cost would be under a million dollars. Now that the architect has developed a rendering of what was relayed to him the cost is over three million. City Council has stepped forward and removed a building and cleared that lot and purchased three properties and bore a significant cost in this endeavor. City Council is ultimately responsible for approving the construction of the building. They will need to determine where those funds will come from. There is a significant difference in what was originally planned and what ultimately was presented, and the Board needs to be respectful of the decision that City Council will need to figure out.

I. Adjournment:

There being no further business to be transacted. Motion Shobe/Nestor to adjourn at 5:35 pm. Motion carried.

Mayor Robert N. Skinner III _____

Recorder Randall H. Sanders _____