

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, April 7, 2022, at 4:30 p.m., in City Hall Council Chambers with the following in attendance (GTM – GoToMeeting):

Mayor	Robbie Skinner	Present
City Recorder	Randy Sanders	Present
Assistant Recorder/Finance Director	Amberle Jenkins	Present
Board Member	Pam Bucklew	Present
Board Member	Sam Nolte	Present - by GTM
Board Member	Troy “Buddy” Brady	Absent
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: None

To participate in a Utility Board meeting virtually, regular participants, members of the media, and members of the public were invited to contact City Hall at 304-472-1651 for the GoToMeeting link/access.

***City of Buckhannon Stockert Youth & Community Center
Board of Directors Meeting – 4:30 pm in City Hall Council Chambers
Meeting Agenda for Thursday, April 7, 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
- C. **Financial Report**
- D. **Department Report- Debora Brockleman**
 - D.1 Staff Report: Upcoming Events and Current Programs
- E. **Correspondence & Information**
 - E.1 Task Orders for City Projects Engineering and Design to be conducted by Potesta
 - SYCC Conceptual Design for Multi-Use Facility to be paid by General Fund
 - E.2 Letter from David McCauley-Gift Supporting to SYCC Capital Campaign
- F. **Consent Agenda**
 - F.1 Approval of Minutes: 03/03/22
- G. **Strategic Issues for discussion and vote**
 - G.1 Continued Discussion Multi-Purpose Building/Gym-Building Options/Cost/Envision
 - G.2 SYCC Narrative
- H. **Board Members Comments and Announcements**
- I. **Adjournment**

Posted 04/04/2022

A. Call to Order: Mayor Skinner called the meeting to order, followed by a moment of silence and pledge to the flag led by the Mayor.

B. Recognized Guests:

B.1 None

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2022

31-GENERAL FUND

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CAPITAL OUTLAY						
1-907-458-00 CAPITAL CAMPAIGN (BOE & U	0	0.00	0.00	0.00	0.00	0.00
1-907-458-01 SYC CHILDRENS FESTIVAL	1,250	0.00	619.12	0.00	630.88	49.53
1-907-458-02 SYCC BUILDING	38,400	0.00	0.00	0.00	38,400.00	0.00
1-907-459-00 CAPITAL OUTLAY	59,500	0.00	49,629.02	0.00	9,870.98	83.41
1-907-459-01 SYCC CAPITOL PROPERTY PUR	149,000	0.00	149,000.00	0.00	0.00	100.00
1-907-477-00 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						
1-907-570-00 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	28,217.97	430,530.05	0.00	147,044.95	74.54

4-07-2022 12:44 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MARCH 31ST, 2022

PAGE: 6

001-GENERAL FUND

% OF YEAR COMPLETED: 75.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
CHARGES FOR SERVICES						
001-362-000-00 SYC CONTRIB. UCC AND BOE	45,000	0.00	65,000.00	0.00	20,000.00	144.44
001-362-000-01 SYC UTILITY REVENUE	2,500	179.00	1,641.00	0.00	859.00	65.64
001-362-000-02 SYC CAMP BUCANNEER FEES	18,200	0.00	8,584.50	0.00	9,615.50	47.17
001-362-000-03 SYC DRILL TEAM FEES	4,500	4,429.00	4,469.01	0.00	30.99	99.31
01-362-000-04 SYC BASKETBALL FEES	20,000	972.00	13,657.00	0.00	6,343.00	68.29
01-362-000-05 SYC ROOM RENTAL FEES	6,000	1,180.00	5,050.00	0.00	950.00	84.17
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	27,715.00	227,684.89	0.00	192,684.89	650.53
01-362-000-08 SYC DRINK/SNACK MACHINE	0	16.24	538.36	0.00	538.36	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	220.00	1,540.00	0.00	540.00	154.00
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	80.00	1,035.00	0.00	965.00	51.75
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 LTI	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	34,791.24	353,609.76	0.00	205,409.76	238.60

Motion to accept the financial report as submitted was made by Nestor/Shobe. Motion carried.

D. Department Report-Debora Brockleman

D.1 Staff Report-Upcoming Events and Current Programs – Mrs. Brockleman provided the following report to the Stockert Youth & Community Center Board of Directors:

- This is a very busy time for us. Our programs are going well and with great attendance.
- The building is still very busy with the school programs during the day and our evening programs. The weekends continue to be busy as well with party rentals and activities.
- Over spring break we did a lot of cleaning out and re-organizing of offices and game rooms. We have cleaned out the furnace and storage rooms and gotten a rid of old junk.
- Also we had a gas leak and was without heat for a few days. The leaks have been repaired and abandoned lines removed.
- We have been planning for Camp Buccaneer with field trips confirmed and various daily activities. Camp registration opened online though Rec Desk on April 1. We are getting quite a bit of interest in camp. We will have Camp staff orientation mid-May.
- The drill team has been practicing and getting ready for the Strawberry Festival. They have also been fund raising for new uniforms.
- Also the Strawberry Festival Arts and Craft show will be at SYCC this year. We are very excited for the opportunity to have the show here this year. The days and times will be Thursday, May 19-Saturday, May 21, 10 am-6pm.
- SYCC playground cleanup day will be Saturday, April 23 from 9am-1pm or until we are done. We have interest to help out from a college fraternity house, State Farm and community members. All volunteers are welcome!

Discussion took place with the Board concerning the WV Strawberry Festival Quilt show that will be held in the SYCC Gymnasium and when we will hold another fundraiser, such as an Elimination Dinner.

E. Correspondence & Information:

E.1 Task Orders for City Projects Engineering and Design to be conducted by Potesta

- **SYCC Conceptual Design for Multi-Use Facility to be paid by General Fund**

E.2 Letter from David McCauley-Gift Supporting to SYCC Capital Campaign

David W. McCauley
10 Meade Street
Buckhannon, WV 26201
mccauley@wvwc.edu
tel. (304) 472-3028

April 4, 2022

Buckhannon City Council
City Hall - 70 East Main Street
Buckhannon, WV 26201

RE: Stockert Youth & Community Center Capital Campaign – gift

Dear Council members:

I am so very pleased to continue to assist the ongoing capital campaign to realize the new, multi-purpose building as part of our ever-expanding Stockert Youth & Community Center complex. I was invited to attend and participate in one recent meeting, and know that there's ongoing conversation concerning the blueprints for the new building's final layout. This is all very exciting, however, I would caution our Council and SYCC Board about consideration of any final design. As we raised nearly a half million dollars in the past several years as seed money for this wonderful project, many of the substantial donors made their gifts with the understanding that the new building would serve many functions for several groups of citizens.

I love basketball as much as anyone and have grandkids who participate in the annual SYCC basketball leagues. My letter is not intended in anyway to be negative toward our terrific hoops' program. Let's be sure that our City honors all of our constituencies including our senior citizens who would greatly benefit from an indoor walking area throughout the year, whether that be an air conditioned place in the heat of the summer, or a heated location to get those steps in during the chill of winter. Also, as we expand our river walk trail, SYCC was designated in earlier grant applications as the trailhead for all things walking, running, cycling, and boating along our river. This new facility should include showers, locker rooms, and plenty of restroom stalls. We should be appealing to adult recreation league needs, too, whether that be basketball, volleyball, soccer, you name it. We added "Community" to our facility name for good reason.

To evidence my continued support for this amazing project while also honoring my seven grandchildren, I'm enclosing my latest contribution of \$100 to help out with our forthcoming building project. Keep up your great work! If you need any assistance, I'm but a phone call away. When we all work together, there's nothing we can't accomplish!

Very truly yours,


David W. McCauley

Enclosure – check - \$100

F. Consent agenda:

F.1 Approval of Minutes: 03/03/22

Motion to approve the minutes of the meeting held 03/03/22 was made by Martin/Bucklew. Motion carried.

G. Strategic Issues for discussion and vote:

G.1 Continued Discussion Multi-Purpose Building/Gym-Building Options/Cost/Envision –

Mayor Skinner briefed the Board on conversations that he, SYCC Board Member and City Recorder Randy Sanders, and Assistant Recorder/Finance Director, Amberle Jenkins, have been having on financing and/or Grant opportunities with the USDA. The USDA relies heavily on the economic demographics of the service area for the project being considered. We also have continued talking with Dale Shannon, of Downstream Strategies, on the same subject. One thing that came out of our meetings was that the economic demographics being used by the USDA and Downstream Strategies were not aligned. The USDA information shows the median income of the Upshur County residents higher than that of the City of Buckhannon residents. Other data shows the opposite. If we were to qualify for a grant, it would be 15% of the total cost, which is currently at 3.2% to 3.5% million dollars, which when combined with our capital campaign funds, would more than double our down payment on the building. That would make it more reasonable for the City of Buckhannon to agree to finance the balance. Discussion of where the users of the SYCC come from and most people's feeling was that the majority come from the County and not the City. Other discussions regarding this subject took place. Mayor Skinner also reported that he is working on some possible large corporate sponsorships.

Design of the new building was also discussed by Don Nestor with a review of the design/rendering from City Architect, Bryson VanNostrand that was done in 2006.

G.2 SYCC Narrative – The Board also spoke about the SYCC Narrative that was developed for the loan and grant opportunities and Mr. Sanders thanked all who contributed to its writing.

Stockert Youth and Community Center is a beacon to the youth and community of Upshur County providing education and recreation. Situated in the center of Upshur County on Main Street, it is easily accessible. Once a thriving elementary school, it has been repurposed to serve the whole community.

How We Came to Be: Buckhannon resident Joyce S. Stockert died on March 16, 1994. By her last will & testament drafted by attorney, Roy Law, Mrs. Stockert provided that upon the Upshur County Commission's acceptance within six (6) months following the probate of her will, that \$500,000 was to be bequeathed for the purchase, construction, & operation of a youth center facility to be designated & named "The Stockert Youth Center." Mrs. Stockert specifically provided that "the operation of the youth center shall ... provide for entertainment, instruction, recreational athletics, sport & other wholesome activities for the youth of Upshur County."

Soon after, the county entered into a rent-free, year-to-year lease with the Upshur County Board of Education to use the old East Main Street School which had closed at the end of the 1994 school year to house the youth center. The very first SYC program was the drill team featuring sometimes more than 100 little pompom, baton, flag, & rifle toting girls. Later, a director was hired & after-school programs were established. Until 2004, the County Commission honored the spirit & express purpose of the Stockert bequest. During Binky Poundstone's tenure as mayor from 1996-2000, the City of Buckhannon began to contribute financially & through in-kind services to improve SYC. Wesleyan College also was substantially involved in SYC program administration & development since SYC's inception, with SYC having benefited from the hundreds of Wesleyan students' dynamic service, mentoring, & leadership involvement.

SYC was sustained during its first decade during the ownership & operation by the County Commission while relying heavily upon financial & other assistance from the City, the Upshur County Board of Ed, the College, & other individuals & entities, & SYC remained viable due to the informal partnership which existed among the several entities & other contributors.

In 2004, the partnering County, City, & Board of Education, recognized & agreed that notwithstanding the previous sustaining of SYC facilities & programs under County ownership & operation, that a different method whereby the City would assume SYC ownership & operation with future financial & other assistance forthcoming from the County Commission & the Upshur County Board of Education, & other assistance from the College, would best assure SYC's continued, long-term operation together with improvement of SYC facilities, programs, & staffing. A declaratory judgment action was filed before Judge Tom Keadle, who approved the new arrangement, and SYC has flourished under City ownership & the direction of a board comprised of all of the primary partnering entities.

In 2005, a Small Cities' Block grant combined with in-kind services by the City permitted substantial remodeling of the facility gifted by the Board of Education. A retired bus was acquired from the Board of Ed. to permit transportation of SYC kids to parades, Camp Buccaneer at the county pool, & trips to Kennywood for kids, many of whom would never otherwise have been able to enjoy such fun, summer fieldtrips. Basketball, martial arts, Stock-Art, wrestling, & other programs have been added to provide fun, safe, after-school & summer experiences for the children of our B-U community. In its 28th year, thousands of kids from our community have benefited from our SYC programs.

Who We Are: The mission of the Stockert Youth and Community Center is to provide youth with the opportunities and support they need to become healthy, responsible, and caring adults. Our programs are provided to youth with minimal fees. Scholarships are offered to all youth, so that all youth are able to participate.

What We Do: Stockert Youth & Community Center provides tutoring, after-school activities, recreation and sports classes & leagues, and summer camps for youth and adults in Buckhannon and Upshur County. Camp Buccaneer and SYCC afterschool provide a safe space for students to have fun, play sports, access to tutoring and participation in a wide variety of activities and special programming.

Where We Are

Existing Facility. Briefly describe what facilities you currently have or how service is currently provided.

The three story Stockert Youth and Community Center (SYCC), formerly an elementary school, houses a Conference Room, Game Room, Gym, Multipurpose/Cafeteria area, Library, Meeting Rooms on the first and second floors, playground area with Outdoor Basketball Court and Volleyball Court and an attached greenhouse.

SYCC also houses the offices for the Upshur County Family Resource Network, a satellite location for the Upshur County School's PALS – Personalized Alternative Learning School, and weekly usage by the Upshur County Schools Transitional School. On average, 10-15 students attend daily through the PALS program.

As part of the **After-School program**, area school children are transported from several local schools (French Creek Elementary, Rock Cave Elementary, Tennerton Elementary, Hodgesville Elementary, Union Elementary, Buckhannon Academy Elementary and Buckhannon-Upshur Middle School) to participate in homework help, a healthy snack, computer lab, and a variety of other activities. The center also offers a variety clubs such as, arts and crafts, sports, science, gardening in the green house during the season, and library.

SYCC also offers **Camp Buccaneer**, a summer day camp that runs approximately 9 weeks starting when the school year ends and ending when the new school year starts. Offerings include swimming (three times weekly) at the local recreation park pool, fieldtrips to a variety of locations (Wildlife Center, Hovatter's Zoo, Prickets Fort, Stonewall Jackson Lake, local historical areas, fishing, etc., bike riding with police officers, walking field trips locally (library visits). Camp participants are also provided breakfast, lunch and an afternoon snack. For a portion of the meals, SYCC partners with summer feeding programs in the community. The center is licensed to manage 60 children daily in the SYCC After School program.

The biggest program offered by SYCC is the **Youth Basketball League**. This is an instructional league that teaches game fundamentals. The program is offered for students in grades Kindergarten to Twelfth grade and runs November to March. Approximately 350 student participate in this program with around 45 volunteer coaches comprised of parents, siblings and other extended family.

Other Programming

- Summer Youth Basketball – June and July, approximately 75 students, 10-15 coaches
- SYCC All American Twirlers – baton twirling, rifles, pom poms, perform locally and in surrounding counties, approximately 85 students
- Karate – Little Ninja's 5-6, 7-Adult

Adult Fitness Classes (16 years and older)

- Karate, Kickboxing, Kangoo,
- Workout room

Other Facility uses and activities:

- Foster family Visitation site,
- Rentals for Birthday parties
- meeting room rentals,
- September – Children's Festival – approximately 750 families impacted
- October – Community Trunk or Treat on premises
- Holiday activities – Halloween and Christmas
- Miscellaneous events – Haunted House, Bingo fundraiser, Elimination Dinner Fundraiser, Community Yard Sale Participants, Fall Fest and Craft Show

Proposed Facility.

The proposed Facility would be a multi-purpose building. It would include a multi-purpose space for current programs such as youth basketball, Karate tournaments, fitness program, and community events as a rain location for Festival Fridays, WV Strawberry Festival, seasonal activities, Children's Festival and annual events. The multi-purpose building will be 11,700 sq. ft. This includes a large space for athletic activity, workout room, small office, restrooms, custodian's closet, electrical room, storage room, locker rooms, concession area and an outdoor patio.

The proposed facility will be new construction with a brick exterior. It will have composite flooring, the interior walls will be of wood and brick. The foundation will be concrete system as

well as the exterior sidewalks. The facility will have a HVAC system, sprinkling system and fire alarm system.

Need for the Facility.

The primary need for this facility is that current programming has outgrown the available space in the current building. The need for this new facility would give adequate space for our existing programs as well as expanding new programs. This new space will provide a multipurpose facility that will provide additional gym space, community event space to include event rental, athletic event space and additional fitness programming, including an indoor walk space. By having a multi-purpose facility adjacent to our current building will not only give us more usable space it will enhanced activity and programs for community involvement. The event space will face Main Street providing an easily accessed space in downtown Buckhannon in close proximity to scenic walk trails.

Funding Sources

We have been fundraising to build a multi-purpose facility. To date we have raised 435,000. We wish to procure additional funding for the project through applying for various grants and a low interest long term loan. The total cost of the project is approximately Three Million Dollars.

Service Area. Indicate what area the proposed facility will serve and, if known, the population or number of families served.

The service area for SYCC is Upshur County. Upshur County Schools has approximately 4000 students housed in seven elementary schools, one middle school and one high school. The school district has approximately 65% of students who receive free and reduced lunch. SYCC buses students from three of our most out-lying schools.

Buckhannon is also home to West Virginia Wesleyan College (WVWC). SYCC partners with the WVWC Service Scholars who work in the After-School program and Tutoring programs. During the Spring and Fall of 2021 service scholars provides about 1400 hours of community service to Stockert.

SYCC partnered with Upshur County Senior Center pre-Covid, where “foster grandparents” worked in Camp Buccaneer taking part in daily activities.

Numbers:

- basketball, 350+ students,
- children’s festival 750+ families,
- licensed for 60 children per day, but actually have approximately 130 on the books due to attendance patterns (2/3 day attendance)

Income. List the sources and estimate the amount of expected revenue for a typical year

All programs are self-supporting. Salary funding comes from a partnership that includes the Upshur County School System, the Upshur County Commission, and the City of Buckhannon.:

All programs are fee based

After School program (3:30-6:00) - \$20 weekly per child (\$1,200 weekly, approximately \$48,000 annually based on 40 weeks.)

Camp Buccaneer Summer Program (7:00-5:30) - \$20 a day (annually, approximately \$54,000, 9 weeks summer) Offer early drop off to parents who start at 7:00

Youth Basketball League – 350 students - \$50 season (includes jersey), Little Buddies (\$35) (annually, approximately 17,500)

- **Expenses** – facilities - \$2000, officials - \$2500 -Total \$4500
- **Awards** \$1700 (K-3 medals) (4-5 winners medals) (6-12 winner trophies) All 4-12 backpacks
- **T-shirts** - \$4,800
- Pizza Party for all teams = approximately \$500

H. Board Member comments and announcements:

- **Nestor:** Nothing further.
- **Sanders:** Nothing further.
- **Brady:** Absent.
- **Nolte:** Mr. Nolte also thanked all the people who assisted with the writing of the SYCC Narrative.
- **Bucklew;** Mrs. Bucklew suggested new fundraising signage be placed on our SYCC property.
- **Martin:** Mrs. Martin asked if we were still within the timeframe to honor all commitments with those who have donated and the Mayor assured her that we were.
- **Franke:** Mrs. Franke agreed that the SYCC Narrative was excellent and thanked all who worked on it.

No other comment were offered from the attendees.

I. Adjournment:

There being no further business to be transacted. Motion Shobe/Nestor to adjourn at 5:22 pm. Motion carried.

Mayor Robert N. Skinner III _____

Recorder Randall H. Sanders _____