

**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, January 5, 2023, 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       | Absent       |
| Board Member                        | Sam Nolte         | Absent       |
| Board Member                        | Tammy Samples     | Present      |
| Board Member                        | Melissa Franke    | Present -GTM |
| Board Member                        | Don Nestor        | Present      |
| Board Member                        | Nancy C. Shobe    | Present      |
| Board Member                        | Pamela Martin     | Absent       |
| SYCC Executive Director             | Debora Brockleman | Present      |
| MyBuckhannon                        | Monica Zalaznik   | Present      |

Guests: Michael Mills, Jim King, and Zen Martin of the Mills Group; Jay Hollen, COB Engineer.

*City of Buckhannon Stockert Youth & Community Center  
Board of Directors Meeting - 4:30 pm in City Hall Council Chambers  
Meeting Agenda for Thursday, January 5, 2023*

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**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

**F. Consent Agenda**

- F.1 Approval of Minutes: 11/03/22

**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 12/30/2022

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

**B. Recognized Guests:**

**B.1** Michael Mills, Jim King and Zen Martin, all of the Mills Group was recognized and they provided a detailed report on the progress of the SYCC Multi-Purpose Building/Gym-Building Options/Envision. During the discussion it was determined that Jay Hollen, COB Engineer would be the point person to receive timely updates from the Mills Group regarding the project as we move forward. Mr. Mills ask for a clarification on certain portions of the layout of the proposed building. Specifics were discussed with input from Board members, Jay Hollen, and SYCC Executive Director, Debora Brockleman. Mr. Mills will implement all recommendations into the final layout.

During the discussion, Mayor Skinner use the Chair's prerogative to move forward the Consent Agenda.

**Motion to approve the Minutes of 11/03/2022 was made by Shobe/Nestor. Motion carried.**

**C. Financial Report:** Amberle Jenkins reported on the following:

|                  |                        |        |             |             |                     |
|------------------|------------------------|--------|-------------|-------------|---------------------|
|                  | Interest(1388)         |        |             |             |                     |
| 6/30/2022        | Mar\$20.57, Jun\$20.95 |        |             | \$          | 41.52               |
| 6/8/2022         | McCauley, David        | 878638 | \$100.00    |             |                     |
| 7/5/2022         | McCauley, David        | 884251 | \$100.00    |             |                     |
| 7/6/2022         | Alborano,Ann           | 884348 | \$350.00    |             |                     |
| 8/1/2022         | McCauley, David        | 889995 | \$100.00    |             |                     |
| 8/11/2022        | Marsh, James           | 892711 | \$ 1,000.00 |             |                     |
| 8/15/2022        | McCauley, David        | 893166 | \$ 100.00   | \$          | -                   |
| 9/2/2022         | McCauley, David        | 897142 | \$ 100.00   |             |                     |
|                  |                        |        |             |             | put in SYCC savings |
| 9/27/2022        | Dobberstein, Trina     | 902325 | \$ 3,500.00 | \$          | 5,350.00 12-27-22   |
|                  | Interest (1388) Sep    |        |             |             |                     |
| 9/30/2022        | \$21.33                |        |             | \$          | 21.33               |
| capital campaign | \$ 439,847.20          |        |             |             |                     |
| Contributions    |                        |        |             |             |                     |
|                  |                        |        |             |             | D Thomas Pledge not |
|                  |                        |        |             | \$12,000.00 | received yet        |
| Total receive    | \$ 439,847.20          |        |             |             |                     |
| with pledges     | \$ 451,847.20          |        |             | \$12,000.00 |                     |

**Motion to approve the financial report was made by Nestor/Sanders. Motion carried.**

**D. Department Report:**

**D.1 Staff Report-Upcoming Events and Current Programs-**Director Brockleman presented and explained the following:

*Stockert Youth & Community Center  
Board of Directors Meeting January 5, 2023  
Staff Report*

*We continue to be busy. Over the holidays we had open gym and game rooms. The building continues to be very well used with parties and programs. Our youth basketball leagues begin on Saturday, January 7<sup>th</sup>. So far most of the games will be at BUHS with the exception of Feb 4<sup>th</sup> and then we will use SYCC for the Buddy and Me and 2<sup>nd</sup> and 3<sup>rd</sup> grade teams. We are hoping to use the Middle School gym for the older teams on that day.*

*We have had our yearly health inspection with no issues found. Also we had our inspection from the fire marshal and fire alarm systems with no issues as well.*

*We have gotten our Rec Desk program up dated to enable online credit card payments which has greatly helped with after school and summer camp collections. The program seems to be working great. We will need to have a credit card reader before we take in person payments which should happen soon.*

*The after school program has 100 students registered and is going well. We have several students tutoring and getting homework help daily. Daily our attendance is 50-55 students.*

*Kitchen Project update - We are still waiting for the contractor to begin. As with most contractors they are extremely busy and will get to us soon.*

*This weekend on Jan 8, there will be the Really, Really Free Market at SYCC. Time is 2pm- 5pm. There is also a pot luck at 2pm.*

*Respectfully Submitted  
Debora Brockleman  
Director*

Board Member Sanders reminded Debora to continue submitting a monthly report to Amberle Jenkins and in turn, it will be distributed to the Board Members as well as to City Council. Board Member Nestor asked about the AED units and Mrs. Brockleman did confirm that we have those on

hand. Mr. Sanders also recommended that the staff be briefed on medical response efforts should there be an emergency during any activities or sporting events. Board member Franke recommended that there be one AED on each floor.

**E. Correspondence and Information:** None

**F. Consent Agenda:**

**F.1 Approval of minutes 11/03/2023** – Action taken earlier in the meeting.

**G. Strategic Issues for Discussion and Vote:**

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

– Action taken earlier in the meeting.

**H. Board Member Comments and Announcements:**

- Melissa Franke stated the we are looking forward to a new semester beginning soon at WVWC.

- Don Nestor ask that we start current on the timeline and progress reports for the new SYCC building project. Amby Jenkins and Jay Hollen explained the timeline process that we are following.

- Nancy Shobe asked if we had presented this project to the City of Buckhannon Building Commission. Amby Jenkins confirmed that it had been and explained what has taken place and what is scheduled to take place.

No other comment were presented.

**I. Adjournment:** There being no further business to be transacted, Mr. Nestor made a motion to adjourn at 5:38 PM.

**Mayor Robert N. Skinner III**

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**Recorder Randall H. Sanders**

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