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August 22, 2022 Meeting Minutes

Montour Preserve Environmental Education Center, 374 Preserve Rd, Danville, PA 17821
And online through Zoom

MEETING ATTENDEES

MARC BOARD MEMBERS (in person) Tyler Dombroski, Elizabeth Rake, Bill Byron, Chris Johns, Marlene Gunther

MARC BOARD MEMBERS (online)
Frank Dombroski, Dr. John Bulger, Kyle Postupack

MARC STAFF (in person)
Bob Stoudt

MARC STAFF (online)
Julian Brehm (intern)

PUBLIC (in person)
Otto Kurecian (Columbia Montour Visitors Bureau)

PUBLIC (online)
none

MEDIA (in person)
none

MEDIA (online)
Geri Gibbons (Press-Enterprise), Rick Dandes (Daily-Item)

CALL TO ORDER

Meeting called to order at 7:00pm by Chairman Tyler Dombroski.

PUBLIC COMMENT

No public comment.

OFFICER REPORTS

CHAIRMAN'S REPORT

Chairman Tyler Dombroski deferred to Stoudt's Director's Report for new updates.

TREASURER'S REPORT

Dr. Bulger referred attendees to the Treasurer's Report as provided of the meeting agenda packet (pages 2-25). No concerns were noted. Stoudt noted the receipt of the 2nd quarter Montour Country Hotel Tax and that it was very close to the expected budget amount.

Motion to approve the Treasurer's Report: Dr. Bulger

Second: Elizabeth Rake

Motion passed unanimously

SECRETARY'S REPORT

Chairman Dombroski called the group's attention to the minutes of the June 27, 2022 meeting as distributed with the meeting agenda packet. No concerns were noted.

Motion to approve the June 27, 2022 meeting minutes: Elizabeth Rake

Second: Bill Byron

Motion passed unanimously

PARTNER REPORTS

WASHINGTONVILLE BOROUGH

Chairman Dombroski reported that there is now a softball team that will serve as a tenant at DeLong Park in Washingtonville They have already painted the dugouts and done other work to prepare the field for use. Chairman Dombroski thanked Stoudt for providing the point of contact for the team.

DANVILLE BOROUGH

Kyle Postupack noted nothing new to report.

RIVERSIDE BOROUGH

Elizabeth Rake noted Riverside Borough has been doing some tree removal.

MONTOUR COUNTY

No representatives present at the meeting.

DANVILLE AREA SCHOOL DISTRICT

Chris Johns noted nothing new to report.

MAHONING TOWNSHIP

Bill Byron noted nothing new to report.

DIRECTOR'S REPORT

Report provided on pages 26 – 37 of the meeting agenda packet. Stoudt made note of several recent staffing challenges, including: Jon Beam's resignation as Assistant Director; Dennis Piatt and Doug Fought extended time off; and Julian Brehm / Valentina Shevchenko internships completion. Stoudt also noted that the Riverside Adventure Company had recently donated \$1,000 to MARC as required by the terms of the Montour Preserve Concessionaire Agreement. Stoudt reported that initial work on MARC's 2023 budget had begun and that he would be preparing invitation to bid documentation for MARC's 2023 lawn care contract and snow removal at the Montour Preserve.

OLD BUSINESS

No old business.

NEW BUSINESS

REQUEST TO RECLASSIFY JON BEAM FROM ASSISTANT DIRECTOR / NATURALIST TO NATURALIST

Stoudt called attention to the letter provided by Jon Beam as provided on pages 42 – 43 of the meeting agenda packet. As noted in the letter, Mr. Beam's personal situation will no longer allow him to provide the time necessary to continue as MARC's Assistant Director, but he wishes to remain as MARC's Naturalist if so desired by MARC's Board. Stoudt strongly supports the move and requests Board approval of the change. Stoudt recommends Mr. Beam's hourly pay rate and other terms of service would remain unchanged.

*Motion to approve the reclassification of Jon Beam from Assistant Director/Naturalist to Naturalist: Bill Byron
Second: Elizabeth Rake
Motion passed unanimously.*

REQUEST TO RECLASSIFY JULIAN BREHM FROM INTERN TO ASSISTANT DIRECTOR

Stoudt requested Board permission to reclassify Julian Brehm from Intern to Assistant Director. Stoudt praised Mr. Brehm's service to MARC to date and strongly recommended his reclassification to Assistant Director. Stoudt recommended Mr. Brehm to be a part-time, hourly employee with no benefits at an hourly rate of \$20/hour.

Ms. Rake expressed concern that the proposed compensation package was inadequate and questioned why the position would be part-time. Chairman Dombroski noted that all MARC employees, including Stoudt, are similarly part-time hourly employees with no benefits. MARC's budget is inadequate to provide the compensation that most recognize to be appropriate and it is an ongoing concern for staff attraction and retention. For reference, Stoudt's compensation rate is \$25/hour after twelve years of service.

*Motion to approve the reclassification of Julian Brehm from Intern to Assistant Director, as a part-time, hourly employee with no benefits at an hourly rate of \$20/hour: Bill Byron
Second: Elizabeth Rake
Motion passed unanimously.*

REQUEST TO RECLASSIFY VALENTINA SHEVCHENKO FROM INTERN TO PARK AND TRAIL MAINTENANCE TECHNICIAN

Stoudt requested Board permission to reclassify Valentina Shevchenko from Intern to Park and Trail Maintenance Technician. Stoudt praised Ms. Shevchenko's service to MARC to date and strongly recommended her reclassification to Park and Trail Maintenance Technician. Stoudt noted that Ms. Shevchenko has not yet completed her college coursework and would be available to work fewer hours than Mr. Brehm. Stoudt recommended Ms. Shevchenko to be a part-time, hourly employee with no benefits at an hourly rate of \$17/hour.

*Motion to approve the reclassification of Valentina Shevchenko from Intern to Park and Trail Maintenance Technician, as a part-time, hourly employee with no benefits at an hourly rate of \$17/hour: Elizabeth Rake
Second: Bill Byron
Motion passed unanimously.*

STOUDT EXPENSE REIMBURSEMENT

Stoudt requested reimbursement for \$4,329.22 for the purchase of a three-panel kiosk frame and signs from Pannier as documented on pages 39 – 40 of the meeting agenda packet. The purchase was made with Stoudt's personal credit card in order to allow the transaction to be completed before the Healing the Planet grant deadline.

Motion to approve reimbursement to Stoudt in the amount of \$4,329.22: Elizabeth Rake

Second: Chris Johns

Motion Passed Unanimously.

OTHER ITEMS

No other items for consideration. Stoudt thanked attendees for making the extra effort to attend the meeting to allow for a quorum to conduct business.

ADJOURNMENT

Chairman Dombroski adjourned the meeting at 7:32pm.

Next meeting: Monday, September 26, at the Montour Preserve Environmental Education Center and online through Zoom.

Respectfully Submitted,
Chris Johns, Secretary