

**NOVA Parks**  
NOVA Parks Headquarters  
5400 Ox Road  
Fairfax Station, VA 22039

**Executive Committee Meeting, June 10, 2024**  
**7:30 p.m.**

## **MINUTES**

### **ATTENDANCE:**

#### **Members Present:**

Sean Kumar  
Paul Baldino  
James Bonfils  
Patricia Harrison

#### **Staff Present:**

Paul Gilbert, Executive Director  
Kim McCleskey, Budget Administrator  
Kiley Christian, Planning & Development Assistant  
Brian Nolan, Director of Planning & Development  
Lauren Weaver, Director of Finance

### **CALL TO ORDER:**

The Chairman called the meeting to order at 7:28 p.m.

### **PRESENTATION OF THE FY2025 OPERATING BUDGET:**

Kim McCleskey, Budget Administrator discussed the FY'2025 Operating Budget, as presented in the May 16<sup>th</sup>, meeting. Ms. McCleskey reported that there has been no change in the total amount since the March Board Meeting.

**Motion made by Mr. Baldino, seconded by Mr. Bonfils to Adopt the FY2025 Operating Budget in the amount of \$39,551,957, with an Enterprise Fund of \$33,796,242 and General Fund of \$5,755,755 and to Adopt the FY2025 Restricted License Fee Fund Budget and Friends of Carlyle House Fund Budget as presented in the agenda packet.**

**Unanimously approved.**

**DISSOVLE OCCOQUAN WATER TAIL LEAGUE:**

Paul Gilbert, Executive Director, discussed dissolving the O.W.L. friend Group and Transferring the remaining \$71,732.19 to NOVA Parks Outdoor Kids Fund with the Community Foundation to support grants to Title 1 schools.

**Motion made by Mr. Baldino, seconded by Mr. Bonfils to transfer the \$71,732 balance of the OWL account to the NOVA Parks Outdoor Kids Fund of the Community Foundation for Northern Virginia to support grants for Title 1 schools for environmental education. I further move that Occoquan Watertrail League (OWL) not be considered an active friends group.**

**Unanimously approved.**

**ADMINISTRATIVE ITEMS:**

- A. Award of Paving Contract for the W&OD Trail
- B. Treasurer’s Report /Status of Funds
- C. Approve The March Minutes

**Motion made by Mr. Baldino, seconded by Mr. Kumar to approve Administrative Items.**

**Unanimously approved.**

**EXECUTIVE DIRECTOR’S GOALS:**

Executive Committee reviewed, Executive Director’s annual goals, based upon the Strategic Plan.

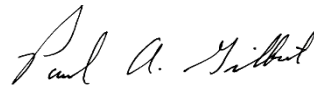
**A motion was made by Ms. Harrison, seconded by Mr. Baldino that the goals for the Executive Director be adopted as presented.**

**ADJOURNMENT:**

**A motion was made by Mr. Kumar, seconded by Mr. Bonfils, to adjourn the meeting.**

**VOTE: Unanimously Approved.** The meeting was adjourned at 7:55 p.m.

Respectfully submitted,



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Paul A. Gilbert, Secretary

Approved by the NOVA Parks Authority Board  
on July 18, 2024:



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Paul A. Gilbert, Secretary



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Sean Kumar, Chairman