

NHRPA Business Meeting  
June 7, 2018  
Health Trust, 25 Triangle Park Drive, Concord, NH

**Members Present:** Greg Bisson, Tara Tower, Aimee Gigandet, Matt Casparius, Donna Kuethe, Dan Sturgeon, Eric Feldbaum, Megan Spaulding, John Kohlmorgen, Arene Berry, Tara Barker, Andy Bohannon, Craig Fraley, Joe Manzi

**Staff Present:** Kerry Horne,

**Call to order:** 9:31 am

**Secretary Report:**

Tara Tower had the following corrections to the March 15, 2018 meeting minutes:

- Under Secretary's Report: Minutes should say "Accept the January 2018" meeting minutes.
- Under Treasurer's Report: First sentence should read: We have currently "speny" instead of spend.
- Under Scouting & NHRPA in the 4<sup>th</sup> paragraph; last sentence it should read Kerry "said" instead of selt.
- Under Northern New England Conference: The vendor social will still be in the vendor hall, but the hotel bar will be used in place of a hospitality suite.

Motion to approve the March 15<sup>th</sup>, 2018 minutes as amended made by Eric Feldbaum, 2<sup>nd</sup> by Tara Tower.

Motion to approve the May 10<sup>th</sup>, 2018 Minutes made by Tara Tower, 2<sup>nd</sup> by Donna Kuethe.

**Treasurer's Report:**

Arene quickly ran thru an overview of the budget. We are currently 92% of the way thru the year. The credit card balance is for the period ending on May 31<sup>st</sup>, 2018, but the bill hasn't been paid yet. Kerry reported that \$1,300 was deposited yesterday into the bank yesterday which is not factored into the report. The biggest expenses from the Wink Tapply Workshop have been paid, but there are still a few smaller invoices that still need to be paid.

Kerry also reported that our insurance will increase by about \$1,400 this year so that the Executive Board is better protected.

Arene will run a report on just the Maintenance Workshop so Executive Board members can see how much we made on the program.

Motion to approve the Treasurer's Report made by Eric Feldbaum, 2<sup>nd</sup> by Aimee Gigandet.

**Executive Director Report:**

Kerry reported that membership has been consistent month to month. She has a list of targeted groups that she is going to work on recruiting this summer. We lost some Commercial Members but also gained some.

- 14 communities are participating in Breathe NH sales.

- The Wink Tapply Workshop had 198 registered participants.
- The State Conference is now fully booked with Speakers. The Concord facility is now open so Kerry was able to take a tour and thinks it will be a nice venue. 10 Vendors have already signed up.

#### **President's Report:**

Greg thanked everyone for their service and talked about the goal setting session we did last year. He said that we only accomplished only a couple of the goals, but he is committed to help Megan accomplish those goals during her term.

#### **Granite State Track & Field:**

Donna reported that the T-Shirts are in and they were able to get a couple more sponsors. All of the facilities are set but they are still working on getting prices on food in Rochester. Volunteer team packets were due yesterday, but the deadline for Team registrations is next Thursday, June 14th. The District meet will be held on the 16<sup>th</sup>. Greg asked Donna what time volunteers should be there and she said 8:30 am is the check in time for Volunteers.

#### **Wink Tapply Workshop:**

Dan thanked everyone who helped out with the event. There were 198 registered participants including some non-members. There was some mix-up on "Across NH" sessions, but overall the evaluations were positive. They paid two speakers only \$715 out of \$2500 budgeted since they got a sponsorship from Eversource. They will be planning a follow up meeting but off hand felt they need to offer 4 sessions during each time block next year. He said they would also like to find more local presenters and expand on the waterfront sessions.

#### **Northern New England Update:**

The Committee just met on Monday, June 3rd. They are still looking to having some casual games in the bar which is attached to the restaurant. New this year there will be a Pre-Conference ACA Director's Camp. The focus will be on leadership development. They will plan on marketing the pre-conference workshop to both Parks & Recreation as well as outside groups such as private camps. They need a minimum of 30 people for the pre-conference workshop and the maximum number will be 50. There will be an increase in the registration fee this year, but the room rate will be going down which will offset the price increase. Registration will be opening up in August.

#### **2018/2019 Workshop Ideas:**

Greg reported that 22 people completed survey for workshop topics last year at the conference. Kerry reported that she can't do Friday meetings so business meetings will be on Thursday.

#### **Draft Schedule:**

- September 13<sup>th</sup> – State Conference
- October 11<sup>th</sup> - Business Meeting
- November 8<sup>th</sup> – Workshop: Revolving Funds/Trust Funds/Friends of Groups (if speaker available)
- December 13th – Holiday Social/ Meeting
- January – Business Meeting at Northern New England Conference
- February 14<sup>th</sup> – Workshop: Love your legislature
- March 14<sup>th</sup> - Business Meeting

- April 11<sup>th</sup> – Workshop: Community Survival 101
- May 9<sup>th</sup> – Business Meeting
- Maintenance Workshop will be held in May. Date to be determined.
- June 13<sup>th</sup> – Business Meeting

**Old Business:**

Last Fall at the Mark Roth Training; a question came up about 14 & 15 year old staff and riding in vehicles without seatbelts. Tara Tower reported that she gathered the Federal Statute and wrote a letter to the NH Department of Labor. On May 22<sup>nd</sup> she received an email response stating that they would provide no opinion on the Statute. She was told the State can't override a Federal Statute. She recommends that the legislative committee should follow up on Federal level on an exemption for school buses. Donna said she would talk to Jeff about it.

Motion to adjourn made by Eric Feldbaum, 2<sup>nd</sup> by Dan at 10:38 am

Entered Non-Public session at: 10:45 am