

NHRPA Business Meeting
October 14, 2016
DRED, 172 Pembroke Road, Concord, NH
9:30 AM

Agenda:

Present: Greg Bisson, Arene Berry, Kerry Horne, Eric Feldbaum, Matt Casparius, Tara Barker, Meghan Spaulding, Tara Tower

Meeting Called to Order: 9:33 am

Secretary Report:

- Approval of July meeting minutes: Arene Berry noted that her last name was spelled wrong; it should be “Berry” instead of Barry. Motion to approve minutes as amended: Eric Feldbaum, 2nd by Tara Barker. Approved 8-0.

Executive Director Report:

- Membership report
 - Agency: 70 (13) 6 renewals overdue
 - Associate: 10 1 new member
 - Board/Commission: 3
 - College/University: 3
 - Commercial: 51 47 active, 4 pending renewals
 - Honorary: 1
 - Non-Profit Partners: 2
 - Professional: 107 102 active, 8 renewals overdue, 4 new pending members, 1 pending renewal
 - Retired: 2
 - **Total 248**
 - Report doesn't factor in student members
 - 1 new commercial member – Rain Out is now listed on website
 - Kerry reported that she has a couple of other recommendations for commercial members and she will reach out to. She will also be focus on renewals.
- Fundraising:
 - New Department took over coordinating the logistics of the Summer Fundraiser this year and we're now trying to close out summer ticket program, but had a few issues with missing tickets. Kerry reported that she is working to resolve those issues, but reported that the Association may end up taking a hit this year. If we do it again, will need to revise how we handle them in the future. She will talk to Maine & Vermont to see how they manage their fundraising programs.
- State Conference:
 - Vendors were very happy with the Conference this year and had no complaints about the schedule. The only issue is whether we may outgrow the space in the future. Krissy Flythe from Lebanon has stepped up as new chair of the State Conference Committee.

- NH VT Maintenance Workshop:
 - We will need at least 3 people from NH to help out with the workshop. Meetings are typically done by phone.
- One of the things we still need to work on is Director & Board Insurance.

Presidents Report:

- Greg reported that he talked to Rick Alpers from Primex about the possibility of having him lead a strategic planning session for Executive Board after the November 10th meeting. The purpose of this meeting will be to set goals for the Association for the next 2 years. He will check on the date and confirm.
- At Northern New England Parks & Recreation Conference for the last session on Wednesday there will be an All New England Executive Board meeting to look at and discuss collaboration efforts, public PSA about benefits of Parks & Recreation, etc.

Treasure Report:

- Budget approval has been tabled for time being until we can reconcile accounts which will hopefully be done before the November 10th workshop. We could then hold a brief Executive Board meeting from 9:30 – 10:00 to review & approve.
- Chris Dillon & Arene Berry will be meeting next week to transfer everything over. We are looking at changing banks, and have obtained a new version of QuickBooks. Chris is trying to clean up summer tickets before handing it over to Arene.
- Greg reported that he would like to look at creating other workshops or events that we would charge for to run. There was discussion about having an Entertainment Showcase. Tara Barker and Matt Casparius offered to help explore the option of an Entertainment showcase and then we can decide if its something we can put together for 2017 or whether we wait until 2018.

Membership Drive:

- Greg would like to focus on increasing both Professional & Commercial members.
- Eric Feldbaum suggested that we should also be looking at other organizations that are outdoor oriented such as private commissions, after school programs, school districts that provide similar things to us and may have an interest in becoming a member

State Conference Review:

- Tara Tower reported that we had 17 commercial members, 61 participants and 1 just for lunch.
- Vendor feedback was excellent (as Kerry already mentioned in her report)
- Chris Dillon is going to run the final financial report and will let us know specifically how we did.
- Next year dates will have to be looked at because the NRPA National Congress is scheduled for the end of September.

Granite State Track & Field Review:

- Kerry reported that the event was very successful but felt that we need to look at some changes in our bylaws. She felt that we need something in the by-laws to say “if their sponsorship goes away, then NHRPA is not responsible for providing the funding to cover the costs of the event.”
- We need to get that Committee in a room sooner rather than later to discuss how this partnership is going to proceed. NHRPA is the fiscal agent of the event, but it’s a fine line that needs to be clarified. This Board needs to take a step towards clarifying what our role is and make sure that we are protecting the Association. Kerry will follow up with Christine to get final

expense numbers and send report to us. We will discuss this topic at the Strategic Planning meeting.

NHRPA Socials (Holiday Social)

- Greg said Herb Greene would be reaching out to Gunstock as a possible location for the Holiday Social to change it up. Kerry will email Herb and see where he's at? We're tentatively planning on Friday, December 9th for the social.

Legislature Meetings

- Greg reported that he is interested in possibly setting up some sort of State Legislative Day in 2017 to continue providing advocacy for Parks & Recreation. Eric commented that the best way to show the benefits of Parks & Recreation was to invite your legislators to your community events so that they can see it firsthand. He will send out updated contacts after the elections.

New Business (DRED)

- The Agreement between NHRPA & DRED needs to be updated. We primarily use DRED for mail but event on our insurance DRED is listed as the mailing since we don't have an official office.
- Tara Tower reported that there will be a Certified Youth Sports Administrator Training from the National Alliance for Youth Sports at the Northern New England Parks & Recreation Conference. We needed a minimum of 10 for the training to be held and have already hit that number.

Meeting Adjourned: 11:00 am

Motion to adjourn by Tara Tower, 2nd by Tara Barker.

Respectfully Submitted:

Matt Casparius, Secretary