**New Hampshire Recreation & Parks Association**

**April 2, 2015**

**Meeting Minutes**

**Present:** Tara Tower, Andy Bohannon Chris Dillon, Herb Greene, Leslie Dion, Dyana Martin, Matt Casparius, Jim O’Harn, Greg Bisson, Janet Horvath, Tara Barker, Kerry Horne, Aimee Gigandet, Eric Feldbaum, Leslie Dion

***Call to Order***

Andy called the meeting to order at 9:30.

***Secretary’s Report***

Under Finance Report need a correction to ‘at this time’. Breath NH should have an ‘e’ at the end. ***Herb Greene moved to approve the February 5, 2015 minutes as amended. Tara Tower seconded and the motion passed.***

***Treasurer’s Report***

Chris reports that we have $9,043.85 in the Savings and $15,492.33 in the checking. He said that we are in the black right now but he is concerned that as we move toward the end of the year we could run short. Kerry said we will receive $1,000-$1,500 on the Vermont NH Maintenance Workshop. Herb asked if we will make any money on the Fisher Cats game. This is a possibility. ***Greg Bisson moved to accept the Treasurer’s Report. Dyana Martin seconded and the motion passed.***

Andy reports that we are looking at transitioning from a 501c6 and that status is good for being a non-profit for educational purposes but we are not allowed to accept donations. We are looking to change our status to one where we could accept donations. Chris will be looking into this after April 15th. Herb asked if we will need to redo our by-laws. Kerry said that the by-laws need to be redone already as there are many things that we are not following. Chris has worked to get our 501c6 back and now we can see if this can just be changed over.

Tara asked how our Annual Report is done. At this point we have the short form but as we bring in more money we will be filling out a longer form.

***Executive Director Report***

Membership: Kerry reports that we have gotten a few new members. She thinks we will need to look at how our membership year is done. Many other Associations have a rolling membership fee so that you can entice members throughout the year. She feels that we should look at this sooner than later for the commercial members. Many States are moving to Agency memberships versus the individual memberships so that you can include more members from your agency. She is researching this and coming up with a proposal in case we want to move in that direction. Our numbers are up overall so we are moving in a good direction. Herb asked how this will affect some of the departments financially. Kerry said that she is researching this. The consensus was that we should continue to look into the rolling membership and look at the different levels. Kerry and Matt will work on this.

Aimee asked if anyone can advertise in the newsletter even if they are not members. Kerry thinks that only members are advertising right now. Aimee said that she wondered if we could just charge more for non-members and then the members would be offered the discounted rate. This may be a way to entice commercial members to join. Tara said that the only difficult part of that is that we push people to use our members. If non-members advertise there will be no distinction for us to know who is a member and who is not.

Andy said when the member newsletter goes out a commercial newsletter goes out as well that is targeted to that audience. Tara asked if they also get to see our newsletter so that they see their ad. Kerry said they see that in Mail Chimp. Herb asked if they get to see the new Professional members in their newsletter like we see new commercial members. They do not at this point but this is a great idea.

Kerry is looking for more help with the NH Vermont Maintenance Workshop. This is on May 28th. Registration is going smooth. This is our test run for on-line registration and Kerry said she is learning the process. She is working with Scott on the details of the website.

***Presidents Report***

Trends & Issues in Youth Sports: Andy reports that we had 44 people at this workshop. They will continue the dialogue with UNH on this topic. He feels they will develop a new program that will meet our needs.

DRED MOA: This has not been signed yet but they are in the process of bringing it back. There will be changes to the Work Plan now that we have an Executive Director. We will also get rid of anything that is not actually being done. Eric said he has edits to the work plan from us.

Planning Session: Andy said that last year we had a Planning Session in August that was very helpful. He would like to do this again and will send an e-mail out to see what dates work for people.

NRPA Congress: This is the 50th year and will be in Vegas. The request has been put in for the room block at the Mandalay Bay. There are different price ranges. Les updated the group on Wink Tapply being nominated for the Robert Crawford Hall of Fame Award. She gave kudos to Donna, Carolyn and Dick Tapply and Mary Ann for their very hard work on this. Donna will keep us posted on this.

ED Evaluation: Andy reports that Kerry has been with us for almost a year now and it is time to do an evaluation. Tara asked if Kerry was going to give us an update on what we can do to make her job easier as well. Kerry said that it has been a good year and that it has definitely been more like a full time job this first year. This will get better now that she has a full year under her belt.

Pitch, Hit & Run: Tara Barker reports that we cannot host the program at the Fisher Cats this year. They don’t want to be on the field right now. It will be held in Manchester on May 17th for the Sectional with a 9:30 am registration and 10 am competition time. She has contacted Donna Tatro and Krissy Flythe about working the competition. Tara B is eight months pregnant and probably will not be there that day. Krissy has agreed to oversee the event. The numbers are down right now but there seems to be an ebb and flow to the numbers over the years. It is not too late to sign up for communities that have not done so as yet.

Tara said that the insurance piece is coming together. We are covered under MLB and we will receive something showing the proof of insurance.

Tara Tower asked if we still send our results for local competition by e-mail. We will still do this.

Fundraising: Chris reports that we have received money for 24 tickets for the Fun Passes to date. Kerry has three and others have some at their offices. He said that the Fun Passes are quite large and we need to come up with a better way to distribute them than mailing as that eats into the profits. He is excited about them. The Summer tickets will be Fun Town, Water Country, Six Flags. Kerry said she has Attitash and Aqua Boggan interested. He will get the info out shortly so it can be included with our summer brochures – for those of us that have not done them yet! Kerry said we will make about $300 on the ski tickets. We started late so we should be able to do better with this next year.

Herb asked whether the ski passes are cheaper than the deals offered on-line by the ski areas. Kerry said that ours are cheaper.

Aimee asked if we can get a template of all the pass deals we are offering so that we can just cut and paste it into our brochures. Kerry said that she will work on this. Tara B. said that Lebanon has a really good ad for these.

Wink Workshop: Les reports that they have the brochure almost finalized. The only problem they ran into this year was on costs. Across NH had done a number of the sessions last year at no charge. We had hoped to use them again this year but when Krystal contacted them they said that they need to have a request a year in advance for speakers. They did say we could ask their speakers directly and pay them to do sessions. Krystal did this and the cost is going to be around $800 for four sessions. This is going to cut into the budget significantly. Les said that this has become more of a fundraiser for the Association and this may not be the case this year. They are going to increase the price to $25 to help offset some of the costs. If we need an Arts & Crafts person Renee from Rindge does a great job on Arts & Crafts…..Tara Barker has a contact for Behavior Management – or Bullying as well if needed.

Track & Field Event Update: Dyana said that the logo is done. It has a brown circle, green NH and three kids doing the three different activities. Under the logo it says ‘a program of NHRPA’. In the circle it says Granite State Track & Field. Aimee said that when she put it out in her flier she used the NHRPA logo as well to get it out that it is our program. Dyana said that LOCO Sports have gotten some other smaller sponsors – Stonyfield is one – and they have been awesome in helping with this. Andy gave kudos to Dyana & everyone else for all of her work on this. Hershey is going to do something similar to punt, pass & kick that we can still send kids to if wanted. Dyana said that the hope is that Maine, Vermont and Mass will get on board and then we can compete against the other states.

May 8th Program Meeting: Are you ready for summer?: Andy had sent out a list of potential topics that people had expressed interest in. We will be offering a combo of topics covering Staff Development, Communicating with Parents and Field Trip Safety. Jeff Windsor that used to work for the San Francisco Giants will be speaking about ball field management at this session as well. There are three speakers that day – Rick Alpers – Communicating with Parents and Staff Development and Ron O’Keefe on Field Trip Safety.

State Conference & Awards: This is scheduled for October 14th at Primex. The concern is that we may not have enough room at Primex now that we have grown this conference. Andy said that Dan did a great job of getting vendors last year so we need space for this. The Conference Committee will be meeting prior to the Fisher Cats game on May 13th on this. Andy thought maybe some of our commercial members such as Gunstock or Manchester Country Club might work. Tara said we want to stay with round tables for the lunch time. Kerry asked if we just shut off registration at 70 in order to accommodate everyone at Primex. Tara said that at the deadline we had 40 and then ended up with 70. Matt asked about the UNH Manchester campus. Andy said that he had thought of UNH in Durham as well. Tara said we had moved it to Concord as it was central.

Aimee asked about the awards deadline. Les reports that they are looking at making the deadline June 1st since the August 1st deadline did not work. The deadline for pre-review for the bigger awards applications would be May 1st. She will be sending updated info to Kerry ASAP.

Kerry said there was some confusion where people thought if they had registered for the conference they had paid for their membership as well. Kerry recommends that we keep these two items separate and have people register as a member or non-member. Tara will look at other location options for the conference in case we need to switch.

Chris said that per our by-laws we are supposed to do an Annual meeting so we may want to include this in the agenda for the conference.

Fisher Cats Game is on Wednesday, May 13th at 10:35 am. As part of their membership we get 18 tickets. Chris said that we should look at the total number and charge everyone accordingly. We may need to get more seating. Herb suggests that we could just charge $10 per person and make a little money for the Association. Kerry will check on the cost for additional tickets. Kerry asked if we want to make it so that people can register on-line. Tara agreed this would be a good idea. Kerry will also check to make sure they are OK with us charging the $10. We need to make sure that we will be able to get in for the early meeting.

Other: Tara reports that Walt Pryor is retiring and we may want to have the ‘Sunshine’ person do something for this.

Janet said the NH Children in Nature Coalition will be doing the Great Park Pursuit at Pawtuckaway State Park on July 11th. Eric will get us all the date info for these.

***Adjournment***

***Leslie Dion moved to adjourn at 11:10 am. Tara Tower seconded and the motion passed.***

Respectfully Submitted,

Leslie Dion, Secretary