

NHRPA Business Meeting
December 14, 2018
Funspot Holiday Social

Members Present: Kierstin Merlino, Herb Greene, Eric Feldbaum, Tara Tower, Andy Bohannon, Wendy Werner, Rachel O'Sullivan, John Kohlmorgen, Matt Casparius, Dan Sturgeon, Arene Berry, Tara Barker, Craig Fraley, Joe Manzi, Greg Bisson, Dan MacLean, Justin Chaffee, Christine Collins, Meghan Spaulding, Dan Lamoureux, Evan Steele, Laura Bryant, Shannon Milligan

Staff Present: Kerry Horne

Call to order: 10:01 a.m.

Secretary Report:

Tara Tower had the following corrections to the October 11th meeting minutes:

- Under the Secretary's report, first item, Tara's last name is spelled wrong.
- Under the Treasurer's report, second item, should be State Conference; not station.
- Under Executive Director's report for VT/NH Maintenance Workshop. In the 4th sentence it says "the consensus was that at point the board feels...". The word "this" should be inserted between "at" and "point".

Meghan Spaulding also had a correction to the minute:

- Under Members present, Meghan Spaulding's first name is spelled incorrectly.

The minutes were approved by all as amended.

Treasurer's Report:

Arene presented her report stating that we are just shy of 50% of the way thru our year. The Playground Workshop is not included in the financial report but we made approximately \$1,300 on the training.

IRS Tax Status: Arene reported that she spoke to the IRS and was told that she needed to fill out Form 1023EZ and pay a \$275 filing fee to get our tax status changed. She got a letter back from the IRS stating that she couldn't use Form 1023EZ but needed to complete the longer Form 1023; which is 20 pages long. She stated that she did receive a refund check for the \$275 payment which we will have to pay again when the new form is submitted. She needs to gather a lot more information but her goal is to get the new form completed by the middle of January.

Craig Fraley made a motion to accept the Treasurer's Report. 2nd by Greg Bisson. Approved by all.

Executive Director's Report:

Kerry reported that membership is holding steady between 260 – 265 members.

She stated that she has not received any formal survey from NRPA regarding the Park Maintenance Workshop. Matt Casparius sent her some feedback to send on to them.

NHRPA will be offering the Breathe NH Fun Pass Booklets again this year. Last year we made \$400 for not a lot of work. Details will be coming out shortly.

February 14th is going to be our next workshop which will combine speakers from the Dept of Environmental Services (DES) and Primex and will focus on summer camps. Registration will be opening up next week.

For the April Workshop, she had looked into bringing in Shawn DeRosa for an Aquatics Management Training Session, but unfortunately he was too expensive. She is currently looking to find an alternate speaker. The workshop will be in conjunction with Primex who will be hosting and also providing lunch.

Kerry reminded the Maintenance Workshop Committee that they need to get started planning for the event. She mentioned that while Concord Recreation hosted the State Conference for free; they won't be able to do all our trainings for free. Kerry said to expect about an \$800 rental fee.

The Annual State Conference has been confirmed for Thursday, September 19th and it will be held at Concord Recreation Department again.

President's Report:

Meghan thanked everyone for coming today and said she is currently looking for new workshop topic ideas?

Granite State Track & Field:

Dan Sturgeon reported that new this year they will need to charge \$5 per person to participate in the event. This funding will significantly help fund the budget. The Committee will invoice the Town's based upon the number of athletes who register.

The Committee is also looking for volunteers to join the Committee.

Tara Tower suggested that the Committee should send an email out now to last year's participating communities to inform them of the new fee.

Maintenance Workshop:

Greg Bisson and Tara Barker are co-chairs of the Committee. They are looking at dates right now but trying to avoid conflicts with VT's maintenance Workshop and also the NEPA Training. Greg says he has spoken to both NESMA and NEPA about a potential partnership. He has also spoken to several local vendors that would be interested in getting involved since it will be here in New Hampshire and not in Vermont.

Northern New England Parks & Recreation Conference:

Tara Tower reported that Aimee Gigandet is currently working on the final draft of the conference brochure, which should be done today and then will be emailed out to registered participants.

Right now registration numbers are right on track with last year with about 160 participants at this point. For the Pre-Conference Director's Camp, they currently have 36 registrations. There are 51 Vendors confirmed and a handful on the waiting list.

NH is the host state this year and so she is looking for volunteers to staff the registration table. Those interested should email her.

The Tuesday night social is going to feature big games and a general social. Wednesday night is going to be Ipad Trivia Night with a DJ.

There is an off-site field trip to see and play Knocker ball and Archery Tag; space is still available for those who are interested.

Tara also reported that there is a new conference app to download.

Motion to Adjourn made by Eric Feldbaum and 2nd by Dan Sturgeon. Meeting adjourned at 10:30 am.