

NHRPA Business Meeting
Virtual Meeting Held via Zoom
Thursday May 14th, 2020
9:30 am

Members Present: Matt Casparius, Craig Fraley, Arene Berry, Tara Tower, Tara Barker, Dan Sturgeon, Greg Bisson, Kristine Flythe, Donna Kuethe, Krystal Alpers, Joe Manzi, Justin (Moultonborough), Chester Rec, Wendy Werner, Justin Martin Claremont, Eric Feldbaum, John Kohlmorgen, Christine Collins, Andy Bohannon

Staff Present: Kerry Horne

Meeting called to order: 9:32 am

1. President's Report:

Craig welcomed everyone to the meeting and gave an overview of the meeting protocol. He stated that for a matter of expediency that any calls for a vote would be voted on by the Executive Board. He did state that anyone present that wanted to speak would have the opportunity to do so. Kerry stated that most of the expected votes that we need to take today were on minor issues and she did not expect any controversy. Matt then took a roll call vote of the Executive Board Members.

2. Secretary's Report:

Matt reported that Tara Tower had sent him her corrections to the April minutes in advance. Tara reported that they were grammatical corrections only and the rest of the Executive Board Approved the Secretary's Report on the basis that Tara's corrections are thorough.

The following corrections are added to the April Meeting minutes:

Tara Tower sent the following corrections before the meeting:

Under Section 4: Budget

In the third paragraph it read "change the \$1,000 Fish prize to a conference registration. Tara's correction was to add the words "NHRPA State" in front of conference registration.

Under Section 5: Granite State Track & Field

At the end of the first sentence, the last word should be "move" forward instead of more forward.

In Section 6: WINK Tapply

In the third paragraph, second line it says "create the contest and post that information" and it should be "create the conference and post that information"

In Section 9:

The last sentence reads "Those participants to Kerry" and it should be "told" Kerry.

In Section 10:

At the end of the first line, it reads "on the call and so people"... The word "many" should be added after

In the same paragraph and the start of the next page it currently reads "they cost us anything". The word "don't" should be inserted before the word cost.

Under Section 11: Legislative Update

In the second paragraph, the last sentence says "Craig suggested that everyone review the letter and getting any suggestion you have to Donna by 9:00 am tomorrow. The sentence should be amended to read: "Craig Suggested that everyone review the letter and "get" and suggestions you have to Donna by 9:00 am". Then the next line says "Craig – Please get comments to Donna by 9:00 am tomorrow. This should be deleted.

Under Meeting Adjourned: reads 3:10 pm and should have been 10:10 am.

Arene made a motion to approve the amended minutes. Motion seconded by Tara Tower. Motion approved 8 – 0.

3. Presidents Report:

Craig reported that the Coffee talk zoom sessions are going really well and that we are getting big turnouts each week. Kerry asked the question if we should continue offering them beyond what is already scheduled. The consensus from the group was that we should. Kerry then asked who wants to co-host the future meetings.

- May 27th- Tara Tower
- June 3rd – Dan Sturgeon
- June 10th – Krystal Alpers

4. Executive Director's Update:

Membership Update: Kerry reported that membership remains the same. So far, no communities have asked for an extension on their member. She reported that a few Towns completed their renewal.

Kerry then reported the results of the Executive Board Election.

- Craig Fraley, President
- Matt Casparius, President Elect
- Greg Bisson, Past President
- Arene Berry, Treasurer
- Tara Tower, Secretary

4 At Large Members:

- Dan Sturgeon
- Tara Barker
- Eric Feldbaum
- John Kohlmorgen

Kerry suggested that one agenda item that we may want to consider for the future is whether we should create a Commercial Member position on the Executive Board? There was also some discussion about having a State Parks Representative serve on the Executive Board as its own position instead of as one of the At Large Positions.

Currently, Commercial members don't have voting privileges and some bylaw changes would be required to correct that. Donna reported that this item was discussed in the past but was never decided upon. She stated that she thought it was a good idea and that the more involvement we get in the Association the better.

Kerry said that she would check around to other State Associations to see what they do and will report back to us. Kerry asked the Executive Board to think about it and we can discuss it further at our June Meeting. If it is something we decide to pass; we could possibly hold a special election in the Fall. Kerry also thought that moving forward we should always provide an opportunity for people to call in via zoom for people that can't get to the meeting in person.

5. Treasurers Report:

Arene provided the Treasurer's report. First off, the two CD's have been closed! She extended a special thank you to Chris Dillon for helping to get that done! \$23,700.15 has been deposited into our Savings account from closing of those two CD's. Arene reported that she is hoping to tackle the NHRPA Credit Card next which is also thru Bank of America and transfer that over to TD Bank so that everything is together.

Arene reported that income to date is \$50,873.27 and expenses are \$49,118.81. Total net assets for the Association are \$31,815.73.

Tara Tower asked whether we lost any money by closing the CD on May 2nd instead of the May 28th maturity date. Arene responded that there would have only been a minuscule amount of interest since it would have only covered those few weeks in May.

Dan Sturgeon made a motion to approve the Treasurer's Report. It was seconded by Eric. Motion approved 8 – 0.

Kerry reported that we will be reviewing the budget at our June meeting and that she is still missing information from some of the committee. She reminded all committees to get their requests in.

Kerry also mentioned that we had previously voted to separate out the Awards Ceremony from the State Conference but wondered if this was the year to do it or whether we should keep them combined for this year rather than trying to organize two back to back events.

On the Awards Krystal reported that she had the budget almost ready and was trying to prepare for the best case scenario. Her concern was trying to make the budget numbers work. If this is a separate event, with cost of food, etc. the price to attend is going to be higher and may be cost prohibitive to many people. At \$35.00 pp they would need 40 people to attend to cover costs. She asked where there could be some cost sharing with the State Conference Committee. Kerry reported that that the Awards is a standalone item in the budget and so we can move things around if we need to. Arene said that she was comfortable with the awards ceremony just covering the food and room rental. Then suggested having the award plaques come out of general budget (which is an existing line item in the budget already). Krystal and Krissy are ok with that plan.

Arena asked all Committee to submit their budget request to her by June 1st so she can get it ready for June 11th Meeting.

6. WINK Tapply Workshop:

Dan provided an update on the Wink Tapply Workshop. He reported that there are a lot of challenges in trying to organize virtual training sessions at this point. That combined with hearing that many department's are having their budgets frozen and summer camps closing, he felt that this wasn't something we could put together for this year with all the unknowns. The event as has been cancelled for this year.

7. Legislative Update:

Donna provided an update on the Governors Task Force on reopening NH. She reported that she tried to get us on the Task Force Committee and was unsuccessful, but was able to get on the stakeholder working group. We had recommended that we wait for the American Camp Association Guidelines to come out; which still haven't been released. Last Friday she got an email saying that they needed draft guidelines from day camps by Monday morning at 11:00 am. Due to the time constraint, Donna had reached out to a couple of professionals to collect as much information as possible for the Task Force. The draft guidelines were sent directly to Public Health for review. She is expecting Public Health to address two areas in the draft guidelines that the working group didn't come to consensus on. The two areas were total group size and taking temperatures of staff. Donna expressed her frustration as we are getting very close to summer but stuck in a holding pattern. She will let us know as soon as she hears anything.

8. State Conference:

Kristine reported that she is looking at changing the State Conference from September to late October or sometime in November. Otherwise, the Committee is in a holding pattern until we know more. Conference registration has been delayed until July 1st.

9. Maintenance Workshop:

Kerry reported that similar to the State Conference, the maintenance workshop has been postponed from September to late October for now. Registration has also been delayed until July 1st.

10. Playground Maintenance Workshop:

Kerry reported that we are in a holding pattern on the Playground Maintenance Workshop. NRPA is looking at the possibility of a Virtual Training program. This program has been put on hold until NRPA announces that classes can resume.

11. Zoom Meeting for Membership:

Craig reported that we already discussed continuing the Wednesday morning Zoom Coffee Talks. He expressed his thanks to Andy Bohannon for helping out and arranging the speakers. Craig feels that these sessions have provided a valuable benefit to membership.

12. Other Business

Kristine from Lebanon reported that all programs are currently cancelled except for their farmers market. She also mentioned that Challenger Sports is tweaking their refund policies and only providing credits to a future camp for registered participants instead of a full refund.

Tara Tower reported that they have a Church that normally leases space at their Community Center. Since they cannot currently use the building; they are holding a drive in church service and broadcasting on an FM Transmitter.

Craig reported that the June meeting will most likely be held via zoom.

13. Arene made a motion to adjourn the meeting. It was seconded by Dan. Motion to adjourn 8-0.