

NHRPA Meeting  
May 13, 2021  
Meeting conducted via Zoom at 10:00 am  
Meeting Minutes

- 1) **Executive Board Members Present:** Craig Fraley, President; Matt Casparius, President- Elect; Greg Bisson, Past President; Arene Berry, Treasurer; Tara Tower, Secretary; **At Large Members Present:** John Kohlmorgen, Eric Feldbaum, Dan Sturgeon, and Tara Barker.
- 2) **Members Present:** Andy Bohannon, Donna Kuethe, Corinna Reishus, Andy MacEachern, Dan MacLean, Kristine Flythe, Elizabeth Dever, and Lisa Koziell-Betz.
- 3) **Staff Present:** Kerry Horne, Executive Director.
- 4) **Meeting called to order & explanation of zoom meeting format:** Craig called the meeting to order at 10:05 am and explained that the meeting is being recorded, and reviewed the zoom meeting guidelines.
- 5) **Minutes:** *Greg motioned to approve the March 11, 2021 meeting minutes* as written. Arene seconded. The minutes were unanimously approved.
- 6) **Treasurer's Report:** Arene reported that on the Profit and Loss statement there is a new expense line titled "credit card fees". She explained that this is due to our online payment system changing to Affinipay, with the "convenience fees" charged differently, so that it is not possible to break the charges down by category. She added that the miscellaneous fees no longer reflect the \$10,000 transfer from the saving account. Arene mentioned that last May our net assets were \$31,000, and this year we are at \$22,968.95, so we are only down \$8,100 from the lack of programs and event with the pandemic. Andy asked if we had considered applying for the Covid relief funding. After discussion on if 501©6 organizations were eligible for this grant, it was mentioned that it's too late at this point. *Dan S. motioned to approve the Treasurer's report. Greg seconded.* The treasurer's report was unanimously approved.
- 7) **Executive Director's Report:**
  - a. **Recreation Resilience:** Kerry reported that HealthTrust and Primex are co-sponsoring "COVID fatigue" webinar on May 26<sup>th</sup> from 3-4:30 pm. She added that Primex is also offering a session on June 24<sup>th</sup> titled "Leadership and the law on managing team wellness and mental health", and registration details should be out soon.
  - b. **Coffee Talk–** There are 44 registered for the May 29<sup>th</sup> program on "Are you ready for summer" with Primex.
  - c. **Maintenance Workshop:** Is set for Thursday, September 9, 2021 @ Concord Parks & Recreation. However, Kerry wants to have the agenda set before opening vendor registration. She added that this will be discussed in detail under the committee reports portion of the meeting.
  - d. **NHRPA State Conference:** Kerry reported that it is scheduled for Thursday, October 21<sup>st</sup> at Concord Parks & Recreation, with vendor registration opening June 1<sup>st</sup> and participant registration opening on July 5<sup>th</sup>. She mentioned that this will be discussed in detail under the committee reports portion of the meeting.
  - e. **Summer Staff Training:** Kerry reported that registrations are coming in slowly.
- 8) **Committee Updates or Reports (if any):**
  - a. **Legislative Committee:** Donna reported that although it was widely reported that there would be Covid relief funds available for Summer Day Camp programs, after many emails and discussions (all while trying not to stir the pot regarding our exemption), the bottom line is that the funds were only available for licensed programs. She mentioned that we might want to consider looking at some type of statewide accreditation, as a committee had started work on developing a number of years ago. All agreed that some type

of statewide standard would benefit all, and some suggested that having Primex involved in this process. Arene discussed the issues she has been having registering her skills camp accreditations now that it falls under DHHS. She added that she has received contradictory staff viewpoints on if we need to apply, and if so if there is a fee. Arene will update us on her progress with this. It was also reported that HB-111 on volunteer immunity narrowly failed, and we will need to keep an eye on future attempts to eliminate this coverage. Donna reported that this bill would take away immunity from municipal officials making “good faith” decisions.

- b. **WINK** – Dan S. reported that registration numbers are a little slow. Many departments mentioned that they will be registering shortly.
  - c. **GSTF**: Dan M. reported that they had 9 different communities indicate that they’d like to participate in this year’s virtual event. The fee is \$5 per athlete. Enterprise Bank has signed on to sponsor this year. No response from any other sponsors at this time. Greg suggested asking Planet Fitness to sponsor.
  - d. **Maintenance Workshop**: Kerry reported that the committee has met, and they do want to offer this for fall 2021, but she really wants to have the speakers and schedule set before opening vendor registration. She added that she’s been trying to reach out to NH Cooperative Extension, but that she hasn’t received a response. Several people offered session topics, and a few have good speakers that offer topics of interest. Kerry will follow up with those individuals that have speaker recommendations.
  - e. **State Conference**: Kristine reported that they have met and have a possible speaker line-up, but that they are working on finalizing some speaker costs before they open vendor registration in June as well as delegate registration in July. She added that one possible cost saving measure is if we book a speaker for the state conference and NNERPC, so she is working on that with Tara T. Tara T. suggested asking Primex about sponsoring a session, as they have done in the past for NNE’s.
  - f. **NNERPC**: Tara T. reported that the planning committee is meeting at the Red Jacket June 8<sup>th</sup> & 9<sup>th</sup> to plan the January 2022 in person conference! She added that they are still looking for speakers, as at this time only have 9 that have submitted proposals.
  - g. **NRPA**: As Kerry is not able to attend this year, Craig as President will get the 1 free attendee that we receive for promoting this conference.
- 9) **Budget discussion and vote**: Arene presented the draft proposed budget for 2021-2022. Kerry presented her recommendations for increasing the following revenue line items to cover the projected shortfall: professional membership to \$5500, Commercial membership to \$4850, College & University to \$400, Advertising to \$4750, Awards event to \$2600, and Wink to \$4500. Arene added that these amounts were submitted by committees, unless they didn’t submit an amount, in which case Arene put in last year’s numbers. Arene asked if her authority as treasurer is to spend within the line item, or within the bottom line. Following a brief discussion the executive board was unanimous that they understood it to be the bottom line. Eric suggested that the by-laws should be amended to reflect this practice. Arene also mentioned that GSTF does not yet have amounts included in this budget, as they wanted to see how this year goes before submitting for 2022’s event, and then amend the budget to include the income and expenses this fall. Kerry recommended reducing the credit card fees to \$500. Kerry added that she’s not accepting the raise that was proposed for her. Elizabeth asked if there is a letter to promote commercial membership to vendors that we use. Kerry agreed to include one in her next email blast. With all proposed changes the bottom line budget is \$49,641.39 for income and \$49,572.00 for expenses. Eric motioned to approve

the 2021-2022 budget. Tara T. seconded. The executive board unanimously approved with Matt and Tara B. abstaining and Greg being unavailable during the roll call vote.

**10) Old Business:** None reported

**11) New Business:**

- a. **GG Leagues:** Craig asked if we were interested in having an NHRPA state championship within GG leagues esports registrants. He added that we had 500 NH residents participate with them this spring. There was discussion on issues and lack of registrations that some departments had, as well a question on the mixed message with encouraging outside/ team recreation and gaming. The social and team environment were discussed. It was decided that because GG Leagues is a commercial member Craig will touch base with them on ways to increase their service shortcomings, and also reach out to the Exeter based company about their service as well as about becoming a member.

Arene motioned for the Executive board to meet in non-public to conduct Kerry's evaluation at 11:32 am

**12) Adjournment:** Arene motioned to adjourn the meeting at 11:41 am. Dan S. seconded. All approved.

Respectfully submitted,  
*Tara Tower*