



## NHRPA Meeting Minutes – June 13, 2019

**In Attendance:** Kerry Horne, Arene Berry, Eric Feldbaum, John Kohlmorgen, Greg Bisson, Meghan Spaulding, Dan Sturgeon, Tara Tower, Donna Kuethe, Matt Casparius, Craig Fraley,

President Meghan Spaulding called the meeting to order at 9:46 am at HealthTrust in Concord, NH.

**Corrections from May Minutes:** Tara Tower had two corrections to the minutes:

- Under Wink Tapply, the first sentence reads “Dan reported that all the sessions are finalized and that the flyer is out and on the website. It should be corrected to say that “the sessions are finalized **and** that the flyer is out and on the website.
- Under Education, the second to last sentence on the page reads “Arene mentioned that Milford does not have a summer camp program but she attended last year’s summer workshop and was able to take away a lot of good informant for her department.” It should be amended to say “was able to take away a lot of good **information** for her department.”
- Tara Tower made a motion to accept the minutes as amended. 2<sup>nd</sup> by Arene. 7-0-1

**Finance Report:** Arene reported that we are closing out our fiscal year. Income to date is \$57,551.22 and expenses are \$57,231.69 but stated that some revenue is still coming in. Greg made a motion to accept the Finance Reports. 2<sup>nd</sup> by Eric. Motion approved 10-0-0.

**Executive Director Report:** Kerry reported that we have 1 new commercial member. It was an event sponsor and the membership cost was built into the cost of the renewal.

Registration is now open for the Maintenance Workshop and they have received \$1,850 in sponsorships for the workshop.

Registration is now open for the Fall Conference and she has currently received 2 premier sponsors for the event.

**President’s Report:** Meghan reported that she had nothing to report.

**Maintenance Workshop:** Greg reported that he had to negotiate with NESTMA and they had to vote to promote our workshop. We are not giving anything to any organization, so all money raised will go to NHRPA.

There will be four sessions and all participants will rotate thru each of the four sessions; one of which will be a session with the vendors.

Kerry stated that everyone needs to help promote the workshop; particularly to vendors. She will be emailing everyone the vendor link so that we can help to promote it.

**State Conference:** Kerry reported that registration is now open for the State Conference and that all speakers are locked in and they are just finalizing the topics that they will be speaking on. Vendor sponsorships are starting to come in. Kerry said she would love to get up to 70 – 80 vendors if possible.

Donna reported that the awards nomination deadline has been extended to July 1<sup>st</sup>.

**Granite State Track & Field:** Donna reported that the event is coming up this Saturday and will be held rain or shine. Registration was kept open until last night so the Committee is working on tying up loose ends. She asked that those Communities who are bringing teams; they are looking for volunteers to help. There are 252 registered participants for the Rochester Meet and 146 for the Lebanon meet. She stated that they did not get any pushback from communities on the \$5 per athlete fee and NHRPA will be sending out the invoices.

**Wink Tapply Workshop:** Dan Sturgeon reported that there was 117 registered and paid participants for the workshop and 101 showed up and that there were 13 towns represented. He stated that Steve's session was excellent and he has gotten good feedback about the workshop. Next year they are planning on offering a waterfront module but will need to increase the fee by \$5.

Kerry wants to explore whether the Wink Tapply Workshop would be eligible to apply for the Landscapes Structure's Speaker Grant.

**2019 – 2020 Meeting Schedule:** Meghan proposed the following meeting topics:

- **October – SWAT Analysis with Primex**
- **November – Exploring Mental Health First Aid**
- **December – NHRPA Social at Funspot**
- **January – Board Meeting at NNE Conference**
- **February or March – Summer Staff Training – (possibly Tim Wilson talking about public pools)**
- **April – Advocacy with NH Municipal Association or NRPA possibly**
- **May – Meeting at Primex**
- **June – Meeting at Health Trust**

**New Business:** Eric reported that NH State Parks is starting to look at the administrative rules pertaining to group ratio's visiting State parks with the bus pass program. The current system is very confusing for the onsite staff knowing what to charge. They are going to be looking for feedback on some possible changes. Donna stated that the current rules seem to suggest having fewer staff than may be appropriate for proper supervision.

Eric also reported that LWFT Grant Applications are now open. He is working with their marketing staff to promote LWCF successes in the local community.

**Northern New England Conference:** Greg reported that he convinced Bob Barcelona from UNH into offering a Pre-Conference workshop on the Business of Parks & Recreation; which will include topics such as Cost Recovery, Alternative Financing, Master Planning and Marketing.

Greg also reported that the Conference is moving back to the Red Jacket Inn and it will include Night Tubing and access to the Water Park just for the Conference Attendees. Registration will be opening up June 17<sup>th</sup>.

**Meeting Adjourned:** Dan made a motion to adjourn the meeting at 10:35 am; 2<sup>nd</sup> by Eric. Approved 10 -0-0