



NHRPA Executive Board Summer Meeting

Tuesday, July 19, 2022 – 9am @ HealthTrust

### MEETING MINUTES

**Executive Board Members Present:** Matt Casparius, President; Craig Fraley, Past President; David Tovey, President Elect; Arene Berry, Treasurer; Tara Tower, Secretary;  
**At Large Members Present:** Laura Bryant, Justin Chaffee, and Eric Feldbaum.

- 1. Review board responsibilities and expectations (Bylaws and Constitution):** Matt walked us through a discussion on board assignments to each committee, and explained that this is to ensure that all of the committees stick to deadlines, and budgets.  
**Workplan review** – On page 3 of the work plan we need to update deadlines to read “of each year” rather than revising each year. Edit John’s contact information to Jaffrey, not Peterborough.  
**Committee assignment review:** Membership Committee David to replace Matt on this committee. Awards committee John to remain. Certification Committee Craig will assist Greg on this committee. Finance/ Fundraising Arene to remain. FISH Committee is listed as entire board. Granite State Arene to continue. Legislative Committee Eric to remain as contact. NNERPC Tara to remain contact. Program Committee Craig contact, and entire board. State Conference Laura Bryant to remain contact. WINK Tapply Justin will be the contact. Youth Sports Coaches Training Committee Justin will become the contact.  
  
**District Reps.:** Laura to take over South Central district; David to take over Seacoast district; Southwest District Matt will reach out to Julia Chidester in Peterborough. Laura requested that the district map be sent out to everyone, so that they can contact those communities within their district.  
  
**Bylaw edits/ changes needed:** GSTF NHRPA membership requirement should be deleted; Pitch, Hit & Run should be removed; add entertainer to membership categories; section 9 add “+” between “retirement, + worked”; Article IV section 1 add “Recreation + Parks” to NNE’s; delete Pitch Hit & run in section 1, and section 17.
- 2. Review 2022-23 meeting/workshop draft calendar and finalize-** September 8<sup>th</sup> will be the meeting with committee chairs. December should say “NHRPA”, and our recommendation is that the committee try to have this event at Funspot again this year. Tara reported that the NNERPC will be held January 4<sup>th</sup>-6<sup>th</sup> of 2023 at the Mt. View

Grand Resort in Whitefield, NH. As the event is Wednesday- Friday, our normally scheduled meeting would be held there on Thursday, January 5<sup>th</sup>. The January meeting date says 2022. Eric will look at having our March meeting at Cannon with skiing after our meeting. Other date suggestions are listed below under fundraisers.

**3. Review events and committees associated with events:**

- a. Maintenance Workshop- Matt reported that due to low vendor registrations, and no participants signed up yet we should either cancel or re-schedule at this point. We discussed moving to early May. Laura will cancel facility for September, and look at availability for spring.
  - b. State Conference – Oct 20<sup>th</sup> – 14 participants, 12 vendors as of now.
  - c. Summer Camp One Day Workshop- Matt discussed a mini conference similar to ACA, but more cost effective and in March or April for camp directors/ camp planning staff. He added that we should include standard best practices, and emergency response examples. Justin suggested having vendors for sites that camps will plan to visit. There was also a discussion about following licensing criteria as best practices even though we are exempt.
  - d. Wink Tapply- Justin attended and reported that the majority of the participants were from 5 communities. Talked about regional workshops instead, possibly holding it on an evening as Saturdays in June are busy with graduations and etc., and to make it easier for seasonal staff members to attend.
  - e. Granite State Track & Field – Justin attended the regional meet and David attended the State meet. Numbers were lower, but the meets went well and hopefully will be better attended next year. David added that they met their budget goal with a couple of last-minute sponsors, but he agreed on the need to improve participation numbers.
  - f. Playground Maintenance Workshop (available in 2023); Everyone agreed that this was great, and should be held again in 2023.
  - g. Other-
    - i. Entertainment showcase- We think it's worthwhile, and requested that the program committee to look into holding this event again.
    - ii. Legislative Day – Eric reported that the State of Texas hosts a kick off to parks and rec month that is one big park event at the capitol on the front lawn. Great opportunity to talk about legislative issues in an informal setting. We all agreed that it's a busy time of year but it would be a fun event and great opportunity.
4. **Discuss fundraising and membership drive for the year** – Matt presented these ideas for ways to increase revenue.
- Mini golf tournament- Chucksters is a commercial member, and doing an event there.

- SNHU Arena fund raiser – If we have volunteers help with concessions we get a percentage of sales for that night.
  - Commercial membership – expand to get new members (2 new members for each board member) – Eric suggested that we expand this to make it all membership types. Tara suggested that we make it a district challenge with a pizza party for the district that gets the most new members during a set time frame.
  - Outreach for associate and/or board – District reps. will reach out and invite all in their district. As noted they just need the contact list for those in their district.
  - Arene suggested an apparel sale where we can try it on before buying. Justin will reach out to Collins Sports to see if we can do this at the state conference, and if we can keep a percentage of sales.
5. Where do we want to be in 2 years or 5 years? Back to where we were pre-covid, both financially and with membership involvement. Discussion on maintaining the virtual option for meetings and trainings. Discussion on having a presence at Primex and NHMA conferences to present our association’s benefits to Town Managers, and hopefully sell the benefit of Parks & Rec. staff attending NHRPA meetings, events and trainings while on “Town” time.
6. Other –  
\* Salary survey – We had a discussion on the need for a follow up salary survey for full time and part time seasonal staff. This need is based on increased wages being offered to entice staff this year, and having those revised wage numbers in preparation for next year’s budget season.
7. Arene motioned to adjourn the meeting at 10:26 am Eric seconded. All approved.

Respectfully Submitted by,

Tara Tower, Secretary