



**Quarterly Business Meeting Minutes
June 21, 2011 • Lake Metigoshe State Park**

Members Present: Dave Leker, president; Brandy Chaffee, president elect; Tyler Jacobson, past president; Wayne Beyer, secretary/treasurer; Tammy Fogle, communications chair; Arik Spencer, professional development chair; Craig Bjur, student representative; Jessica Riepl; Terry Wallace; Dave Klundt; Tim Kuntz; Kevin Klipfel; Tim Schroeder; Shane Weinmann; and Dana Schaar, executive director.

The meeting was called to order at 8:35 a.m.

The minutes from the April 7, 2011, meeting were approved as presented (Beyer, Chaffee MSC).

Beyer reviewed the financials. The cash on hand is \$112,600.94. The financials were approved as presented (Beyer, Klundt MSC).

Board, Committee and Staff Reports

President's Report

Leker thanked ND Parks and Recreation Department for hosting the meeting.

Executive Director's Report

Schaar provided a written report on activities since the April quarterly meeting. She reminded everyone the next *FOCUS* deadline is July 1, 2011. Schaar reported NDRPA has been assigned to the Atlanta Marriott Downtown for the NRPA Congress in Atlanta in November. Schaar asked members to complete PRORAGIS for NRPA – it is a parks and recreation database designed to allow members to benchmark themselves against other agencies. PRORAGIS is also helpful for advocacy efforts. Information on PRORAGIS will be included in *FOCUS* and the *eUpdate*. Schaar reported she will be out of the office Aug. 15 – Sept. 5.

Past President's Report

Jacobson announced a new membership chair is needed, ideally from the west or central region of the state. Interested members should contact him.

Communications Report

Fogle provided a written report. Photos are needed to finalize a new NDRPA promotional video by the state conference.

Legislative Report

Schaar provided the report as Ron Merritt was unable to attend due to flooding in Minot. She reviewed the legislative summary, which highlights activities from the 2011 session and identifies interim studies of interest to NDRPA. Schaar will track interim studies and forward committee meeting minutes to the Legislative Committee. A new legislative services contract is under consideration for 2011-2013.

Professional Development Report

Spencer reported the committee had decided to table the webinar discussion, as there does not seem to be significant demand by the membership.

Awards Chair

The deadline for award nominations is Aug. 6.

Student Representative Report

Bjur reported he plans to ask NDSU students to help with the economic contribution study and encouraged other communities to get students involved.

Conference Report

Ball submitted a written report. Bismarck asks for member assistance in distributing information on John McGovern's accessibility sessions, which may be of interest to those outside parks and recreation. A one-day registration will be available.

Audit Report

Schaar reported the audit committee has requested financial materials from Clearwater. She expects the report will be provided at the annual meeting.

Conference Selection

Schroeder presented a conference selection memo with recommendations for conference sites for 2013 and 2014. The NDRPA state conference is awarded to Valley City for Sept. 10-12, 2013, and to Minot for Sept. 15-19, 2014 (Kuntz, Klundt MSC).

Hall of Fame Report

Beyer commended the committee for its attendance, as all five members were present at the meeting. One nominee will be recognized in September. Beyer encouraged members to submit individuals for the Fellow Award, which often leads to nomination for the Hall of Fame.

Scholarship Report

Schaar reported two scholarship applications were received. Schroeder recommended the deadline be changed to April 1. NDRPA will provide one \$1,000 scholarship instead of two \$500 scholarships next year, with the goal of increasing the number of applications (Chaffee, Fogle MSC).

Midwest Representative

Kuntz reported three NDRPA members attended the Midwest conference in Kansas this year.

Forestry Council Report

Leker reported the primary topics of discussion at the latest meeting were tree planting grants and Emerald Ash Borer.

Old Business

Economic Contribution Study

Schaar reported NDSU is still working on the sampling matrix. Based on discussions with the task force and participating members, NDSU has agreed to expand the scope of the data collection. Beyer expressed concern that there was not enough focus on collecting visitor impact data, including tournaments and facilities. Schaar said there is a balance needed in the types of data collected, but that NDSU is looking for additional data from participating park districts to make sure they have the information necessary to develop the sampling matrix. The goal is to start intercept surveys in July.

Midwest Conference MOU

There was discussion about NDRPA interest in the Midwest conference. Potential reasons for lower attendance include more focus on attending staff-specific training and the availability of training, including webinars, and limited training/travel budgets. Kuntz will follow up with the Midwest network president to determine the status of the MOU in other states, as well as the reason for including the \$500 contribution in the MOU.

New NDRPA Logo

NDRPA will adopt a new logo and begin using it immediately (Jacobson, Kuntz MSC).

New Business

Proposed Bylaws Changes

Jacobson reviewed proposed bylaws changes related to membership, board makeup and awards. The changes will be published in the next issue of *FOCUS* and considered for approval at the annual meeting.

Draft 2011-2012 Work Plan & Budget

Chaffee presented the draft work plan, and Beyer presented the draft budget. Kuntz suggested additional groups, such as Hershey's and state sport associations, be added to the partnership section of the work plan.

Other

Leker announced he was appointing Minot Park District Commissioner Ron Bieri as NDRPA's representative on the Advisory Commission on Intergovernmental Relations (ACIR).

Beyer recognized Wallace for his great job as state director for the Hershey's track meet and reported 260 children participated in the state meet in Wahpeton. The Hershey's meet will be held in Devils Lake in 2012.

The meeting was adjourned at 9:40 a.m. (Spencer, Klipfel MSC).

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