



Quarterly Business Meeting Minutes April 23, 2010 • Bismarck

Members Present: Ron Merritt, president; Tyler Jacobson, past president; Dave Leker, president elect; Wayne Beyer, secretary/treasurer; Darin Krueger, awards chair; Craig Bjur, conference chair; Barb Erbstoesser, membership chair; Brandy Chaffee, communications chair; Steve Neu, legislative chair; Dennis Nybo, scholarship chair; Michelle Snider; Kevin Klipfel; Shane Weinmann; Bryce Bachman; Mike Amundson; Cole Higlin; Lindsey Peterson; Jessica Riepl; Terry Wallace; Randy Burkhard; Jeff Heisler; Jeremy Ludlum; Tim Kuntz; and Dana Schaar, executive secretary.

The meeting was called to order at 8:30 a.m.

The minutes from the Dec. 2, 2009, meeting were approved as presented (Beyer, Klipfel MSC).

Beyer presented the financial report. Cash on hand was \$68,404.42. Membership dues and National Playground Safety Institute (NPSI) revenue have both exceeded the budget. Directory ad revenue is still low because the deadline isn't until the end of May. Most NPSI expenses still must be paid. The higher than budgeted workshop expenses are due to HR conference scholarships, which will be reimbursed by the ND Insurance Reserve Fund (NDRIF). Quarterly meeting expenses will also be offset by sponsorships. The financials were approved as presented (Wallace, Jacobson MSC).

Board, Committee and Staff Reports

President's Report

Merritt provided a written report. He reported meetings with the Congressional delegation in Washington, DC, during the National Recreation and Park Association (NRPA) Legislative Forum went well. He also noted his testimony on concession bidding before the Advisory Commission on Intergovernmental Relations (ACIR) committee seemed to be well received.

Executive Secretary's Report

Schaar provided a written report on activities since the last meeting. She reminded members the next *FOCUS* deadline is May 1. She reported the NDRPA block at the NRPA Congress in Minneapolis is at the Best Western Normandy Inn with a rate of \$129 for a double.

Membership Report

Erbstoesser submitted a written report comparing membership for 2009 and 2010. She noted membership is up this year, although university and student membership is very low. Another membership push will be made when the professional directory is updated this summer.

Communications Report

Chaffee reported on discussion from the brainstorming meeting held with the following committees: scholarship, membership/communications and student affairs. The committee is interested in producing a short video to help market NDRPA to students. Districts and agencies are asked to submit photos or videos to Chaffee for possible inclusion. There was consensus it is time to consider a new logo for NDRPA.

Professional Development Report

In Spencer's absence, Schaar distributed the flyer for the June 23 Nuts & Bolts workshop, which will be held immediately following the June 22-23 quarterly meeting at Grahams Island State Park, Devils Lake. ND Parks and Recreation Department (NDPRD) staff will lead the educational sessions, and Spencer has invited new NDPRD Director Mark Zimmerman to participate. The social will be held at the park. Camping is an option, although a block of rooms has been reserved at a hotel in Devils Lake.

Awards Report

Krueger reported the committee adopted the slogan "Don't Wait...Nominate" to encourage early nominations. The NDRPA website page on awards will be revised by the end of May, and nomination forms will be posted. Krueger also introduced his new staff member, Mike Amundson.

Conference Report

Bjur reported on plans for the NDRPA annual conference Sept. 14-16 at the Ramada Plaza Suites in Fargo. The theme is "Overflowing with Opportunity." Keynote speakers will discuss the life of a tree.

Audit Report

Wallace reported the committee reviewed the 2008-2009 NDRPA financial materials, and all were in order with good documentation. There was only one small omission noted – one of Schaar's reimbursement forms had not been signed by Clearwater's chief financial officer.

Hall of Fame Report

Beyer reported the Hall of Fame nomination deadline is June 18.

Scholarship Report

Nybo stated application forms for the scholarships and professional development awards have been updated, posted on the NDRPA website and distributed to state universities/colleges. Sophomores are eligible this year, and the deadline is June 1.

Midwest Report

Kuntz reported no one from North Dakota attended the Midwest conference in Kearney, Neb. Last week, the number registered was 115-120. The Midwest conference will be held in Johnson County, Kan., in 2011.

ACIR Report

Bina reported the primary issues of interest being considered by ACIR are concession bidding and public improvement bidding (such as design-build).

Forestry Council Report

Bina reported the Council will meet in June. The Council tracks federal transportation enhancement grants provided to local communities. If you have items you wish to be placed on the agenda, please let Bina know. In response to Beyer's inquiry, Bina said the state is developing a plan to deal with Emerald Ash Borer.

Old Business

ND Local Government HR Collaborative

Bina thanked members for attending the human resource (HR) conference. There were 232 people registered for the conference, with 45 attending from NDRPA thanks to support from NDIRF. The HR collaborative technical assistance team met following the conference to discuss next steps. The feedback from the conference was positive, and another conference is being considered for next year. Additional grant funds may be available to support NDRPA HR education programs. The new website has received good reviews, and NDIRF has updated its public employee manual.

NPSI 2010

Bina reported attendance of 54 at this year's NPSI. NDIRF and NDPRD were again sponsors, supporting scholarships for members to attend. At the national level, there is uncertainty regarding the relationship between NPSI and NRPA. About 50 NPSI courses are held annually. Bina asked if any other districts would be interested in hosting NPSI.

Parks and Recreation Research

Merritt stated the executive committee has been considering the type of research that might be most valuable. Schaar has compiled a list of existing research from other state associations and ND Tourism. Merritt and Schaar met with Sara Otte Coleman at ND Tourism about a possible research partnership, but she said Tourism did not have funding to do specific research on parks and recreation. Beyer suggested the committee look at research completed by other state agencies. The committee will continue to look into possibilities and report back at the June meeting.

New Business

Concession Bidding

Merritt reported on his testimony to ACIR requesting its consideration in working with NDRPA to draft a bill to update current state concession law. When asked, Merritt suggested the requirements for bidding out a concession be raised from a value of \$500 to \$25,000 and also recommended advertising for only two weeks instead of the required three. There is concern about how to handle concessions when undertaken by user groups. Additional discussion is needed to come to consensus on this issue so NDPRPA can present its recommendations to ACIR and help draft the bill. A legislative committee meeting will be held via conference call in May to discuss this and other issues, including the state facility/leadership grant program.

Technical Assistance

NDRPA will add a new Q&A column to *FOCUS* starting with the summer issue. Park districts will be invited to submit questions, which will be answered and published in *FOCUS*.

Other

Michelle Snider, executive director of the Minnesota Recreation & Park Association (MRPA), shared information about MRPA programs.

Jacobson reported his term on the NDPRD's Recreation Trails Program grant committee has expired. NDRPA will write a letter recommending Jacobson for another term (Ludlum, Leker MSC).

The next meeting will be June 22-23 at Grahams Island State Park, Devils Lake.

The meeting was adjourned at 9:45 a.m. (Krueger, Nybo MSC).