



Quarterly Business Meeting Minutes
June 23, 2010 • Grahams Island State Park, Devils Lake

Members Present: Ron Merritt, president; Tyler Jacobson, past president; Dave Leker, president elect; Wayne Beyer, secretary/treasurer; Brandy Chaffee, communications chair; Arik Spencer, professional development chair; Jessica Riepl; Steve Fuegemann; and Dana Schaar, executive secretary.

The meeting was called to order at 8:45 a.m.

The minutes from the April 23, 2010, meeting were approved as presented (Beyer, Leker MSC).

Beyer reviewed the financial statements and stated everything was within budget. NDRPA has \$53,814.46 cash on hand. The financials were approved as presented (Jacobson, Spencer MSC).

Board, Committee and Staff Reports

President's Report

Merritt reported Odney is not able to complete an economic impact study for NDRPA. He and Schaar will resume their meetings with universities/colleges in August.

Executive Secretary's Report

Schaar provided a written report on activities since the April quarterly meeting. She asked if the *NDRPA eUpdate* is helpful, and there was consensus it should be continued. Schaar reminded everyone the next *FOCUS* deadline is July 1. Members who are planning to attend the NDRPA Congress in Minneapolis in October are encouraged to book a room at the Normandy Inn.

Communications Report

Chaffee provided a written report. The Communications/Membership Committee met via conference call in early June to develop a timeline for production of the *NDRPA Professional Directory 2010-2011*, which will be completed by the annual conference in September. She is still in need of video and photos from NDRPA members for the NDRPA highlight video, which will be developed as a marketing tool. Her goal is to have the video finished by the annual conference.

Legislative Report

Schaar reported the Legislative Committee met via conference call in late May. Discussion items were the concession bill, the ND Parks and Recreation Department (NDPRD) leadership and facility grant program, and the pending ballot initiative to eliminate property tax. Schaar will attend the Advisory Commission on Intergovernmental Relations (ACIR) meeting on July 1. ACIR is considering a concession bill, as well as changes to public improvement law.

Professional Development Report

Spencer asked for input on the best time for the Nuts & Bolts workshop since this year's workshop, scheduled in conjunction with the summer quarterly meeting, was cancelled due to lack of participants. There was consensus spring may be the best time for the workshop. Schaar also mentioned NDPRD Director Mark Zimmerman is interested in finding ways for NDRPA and NDPRD to work together.

Awards Report

Krueger submitted a written report. The awards nomination deadline is Aug. 6, and nomination forms are posted on the NDRPA website.

Conference Report

Leker provided an update on the annual conference scheduled for Sept. 14-16 in Fargo. This year there will be an online registration option. Leker also expressed interest in holding summer quarterly meetings at state parks. Spencer was open to this idea.

Hall of Fame Report

Beyer reported the Hall of Fame Committee has met and anticipates inducting at least one individual at the awards banquet in September.

Scholarship Report

Schaar reported two scholarship applications were received by the June 1 deadline.

Old Business

Parks and Recreation Research

Schaar reported on her discussion with Dr. Larry Leistritz at NDSU Ag Economics about completing an economic impact study on parks and recreation in North Dakota. He said the study would cost a minimum of \$50,000 with park districts and state parks collecting data through intercept surveys. He recommended data be collected over a year due to the impact of different seasons. Schaar asked if individual park districts might be willing to provide some of the funding. Spencer said NDPRD may be interested in participating if the study met State Comprehensive Outdoor Recreation Plan (SCORP) requirements. Beyer suggested it may be possible to find a graduate student to conduct a study on one district and then extrapolate the data to other communities. Leker suggested a proposal be developed outlining the project and requesting support from individual park districts. There was consensus the revenue task force should meet to consider funding options for the study.

New Business

Proposed Bylaws Changes

Jacobson recommended one change to the bylaws to reduce paperwork related to check signing. The following change to Article VIII, Section III, of the bylaws will be published in the summer issue of *FOCUS* and voted on by the membership at the annual meeting: All checks disbursed must be approved by the President and Secretary/Treasurer and must bear the signature of the Secretary/Treasurer of the Association or another designee approved by the Board of Directors (Beyer, Leker MSC).

Board Positions Discussion

Jacobson reported it is difficult to find individuals interested in serving on the board and suggested NDRPA consider reducing the number of board members. The Membership Chair's responsibilities are now being handled by staff, and the Student Representative is often not able to attend quarterly meetings. He also said it is sometimes a challenge to identify someone who is willing to serve as President Elect from current board members. Beyer suggested NDRPA consider changing its bylaws to allow a range of board members (for example, 9-15 members), which is common among other associations. NDRPA may also consider electing board members at-large, instead of specific positions, for all board members except President Elect, President, Past President and Secretary/Treasurer. These ideas will be discussed over the next year to determine if any changes should be made in fall 2011.

Draft 2010-2011 Work Plan & Budget

Beyer reviewed the draft 2010-2011 budget, which will be published in the next issue of *FOCUS* and voted on by the membership at the annual meeting. He noted \$6,000 in net revenue for the annual conference was budgeted, even though the agreement with the park district host requires only \$3,000 be distributed to NDRPA. He reported net revenue of \$4,500 is budgeted for the National Playground Safety Institute (NPSI). Beyer also stated rent of

\$576 has been added to the Clearwater contract because NDRPA now has a significant number of files to be stored.

Leker reviewed the draft 2010-2011 work plan. He highlighted several priorities: expanded attendance at the annual conference, continued work on the feasibility of the economic impact study, increased interaction with students to encourage participation in NDRPA, and development of the 2011 legislative action plan. He also reported his interest in offering orientation for new park board members. All agreed this would be valuable, but also that it is difficult to get board members to attend training, even if it is in the community in which they live.

New Clearwater Contract

The staff title will be changed from “executive secretary” to “executive director” (Jacobson, Spencer MSC). The fee for services from Clearwater will remain the same for 2010-2012. The only proposed change to the contract is the addition of rent. The new contract will be presented for approval by the membership at the annual meeting.

Plan for 2012 Conferences

After discussion, it was determined the 2012 Midwest conference in Grand Forks will serve as NDRPA’s annual conference. NDRPA will not secure bids to host the fall quarterly meeting and awards banquet.

The annual meeting will be held Sept. 16 in Fargo in conjunction with the annual conference.

The meeting was adjourned at 10:05 a.m. (Beyer, Leker MSC).