



**Quarterly Business Meeting Minutes
December 9, 2010 • Gladstone Inn, Jamestown**

Members Present: Dave Leker, president; Tyler Jacobson, past president; Brandy Chaffee, president elect; Wayne Beyer, secretary/treasurer; Tammy Fogle, communications chair; Arik Spencer, professional development chair; Ron Merritt, legislative chair; Darin Krueger, awards chair; Eric Kittelson, membership chair; Craig Bjur, student representative; Jessica Riepl; Terry Wallace; Mike Amundson; Steve Fuegmann; Doug Hogan; and Dana Schaar, executive director.

The meeting was called to order at 8:34 a.m.

The minutes from the Sept. 16, 2010, meeting were approved as presented (Spencer, Krueger MSC).

Beyer reviewed the financial statements. The Fargo conference revenue was high, and an additional \$3,000 was deposited in the previous fiscal year. There were several final payments from the directory that weren't budgeted for 2010-2011. Scholarship revenue was higher than budgeted. *FOCUS* expenses are likely to be lower than budgeted. The miscellaneous line item is unrelated business income taxes due to advertising revenue - this will be added as a separate line item in next year's budget. The cash on hand is \$59,795.65. The financials were approved as presented (Beyer, Jacobson MSC).

Board, Committee and Staff Reports

President's Report

Leker thanked Doug Hogan and Jamestown for hosting the quarterly meeting. He encouraged members to attend Steve Mullally's retirement party next week.

Executive Director's Report

Schaar provided a written report on activities since the September annual meeting. Schaar reminded everyone the next *FOCUS* deadline is Feb. 1, 2011.

Membership Report

Kittelson reminded everyone membership renewals have been distributed and are due by Jan. 31, 2011.

Communications Report

The Communications Committee is authorized to spend up to \$500 to hire a graphic designer to develop a new logo (Fogle, Beyer MSC). The goal will be to present a logo for final approval at the April meeting. Chaffee is still working on the video with a deadline of Feb. 16 to finish it for use at Parks Day at the Capitol.

Legislative Report

Legislative issues were discussed Dec. 8 (see attached). Merritt reminded everyone to ask board members to get involved in the legislative process and said he will be calling on members to contact legislators on key bills during the session.

Professional Development Report

Spencer reported the Dickinson Recreation Center and oil impact will be topics of discussion at the April quarterly meeting in Dickinson. The June meeting will be at Lake Metigoshe State Park. Speakers will include the state forester and a professor from Dakota College at Bottineau. An optional trip to the International Peace Gardens will be offered. Spencer said no Nuts and Bolts workshop will be offered this year.

Conference Report

Ball submitted a written report.

Student Representative Report

Bjur reported he plans to talk to students at both UND and NDSU in February about scholarships and again in the fall about the conference. He hopes to get more students at the conference and to encourage more student interaction with professionals.

Conference Selection

Schroeder submitted a written report.

Hall of Fame Report

Beyer encouraged year-round nominations. Krueger echoed the call for the rest of the awards.

ACIR/Forestry Council Report

Schaar reported forestry grant requests are being considered in December. Leker will be the new NDRPA representative on the forestry council.

Old Business**Economic Impact Study**

The task force is authorized to issue an RFP for an economic contribution study (Jacobson, Chaffee MSC). The RFP will be issued in January with a goal of recommending a vendor to the board at the April quarterly meeting.

New Business**2009-2010 Annual Report**

Merritt distributed the report. It will also be posted on the NDRPA website.

990-EZ Approval

The 990-EZ will be submitted to the IRS as presented (Merritt, Spencer MSC).

Operations Manual

The updates to the Operations Manual are approved as presented (Beyer, Fogle MSC).

CPSI 2011

Schaar reminded everyone the Certified Playground Safety Inspector Course (CPSI) is scheduled for March 21-23, 2011, in Bismarck. She thanked ND Parks and Recreation Department and ND Insurance Reserve Fund for again sponsoring the course. Registration forms will be available next week, and agencies will be eligible for up to five scholarships this year.

Midwest Network Council & National Forum Representatives

NDRPA approved the president, president elect and Midwest representative as its three designees to the Midwest Network Council (Beyer, Merritt MSC). Schaar said anyone interested in serving on the NRPA National Forum should let her know by next week.

Other

NDRPA will assume the Prairie Rose State Games trademark and logo as requested by the ND State Games board when the organization dissolves in September 2011 (Spencer, Kittelson MSC).

The Midwest conference is in Kansas April 17-19, 2011.

The meeting was adjourned at 9:30 a.m. (Chaffee, Beyer MSC).