



**Quarterly Business Meeting Minutes
December 2, 2009 • Carrington**

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; Arik Spencer, professional development chair; Jessica Riepl; Terry Wallace; Randy Burkhard; Nick Arola; Jeremy Ludlum; and Dana Schaar, executive secretary.

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

The minutes from the Sept. 24, 2009, meeting were approved as presented (Beyer, Leker MSC).

Beyer presented the financial report, including details regarding revenue for NPSI and *FOCUS* ads and expenses for the National Recreation and Park Association (NRPA) Congress and directors and officers liability insurance. The financials were approved as presented (Jacobson, Wallace MSC).

Board, Committee and Staff Reports

President's Report

Merritt provided a written report. He attended the Council of State Affiliate Presidents meeting at the NRPA Congress in Salt Lake City, as well as the Midwest Regional Council meeting.

Executive Secretary's Report

Schaar provided a written report on activities since the last meeting. She reported commercial membership and advertising information was distributed in mid-November and the first round of calls has been completed. Members are encouraged to help with recruitment of members and advertisers. Schaar also reported printing bids for *FOCUS* are higher than anticipated for 2010.

Communications Report

Chaffee submitted a written report although she was not in attendance.

Professional Development Report

Spencer reported the summer quarterly meeting and the Nuts & Bolts workshop will be held June 22-23 at Grahams Island State Park on Devils Lake. The quarterly meeting will include a park tour and regular meetings. He offered the following options for the evening education session: North Dakota Parks and Recreation Department's online reservation system, minimum maintenance buildings and concessions. There was strong interest in concessions, and interpretive programs were also mentioned as a possible topic. Potential topics for the Nuts & Bolts workshop are performance management, wellness plans, customer service and veterans' preference. Veterans' preference was of strong interest. Spencer plans to include meeting and workshop details in the winter issue of *FOCUS*.

Awards Report

Krueger encouraged members to submit nominations for awards all year.

Conference Report

Bjur reported on plans for the NDRPA annual conference Sept. 14-16 in Fargo. A keynote speaker has been secured, along with funding from NRPA and Landscape Structures. One goal is to encourage those who don't usually attend, such as staff of fitness centers and golf courses, to participate in the Fargo conference.

Leker said the Minot conference was a huge success. Merritt said numbers were down slightly from 2008, but revenue was up due to local sponsors (a check for over \$10,000 was written to NDRPA – this included scholarship funds).

Schaar said the 2011 joint conference with South Dakota will be held in Bismarck in September, and the 2012 Midwest conference will be held in Grand Forks in April. An agreement has not yet been signed with South Dakota, but NDRPA received \$3,000 when South Dakota hosted the joint conference in 2007. NDRPA is able to keep all revenue raised from the Midwest conference.

Hall of Fame Report

Beyer reported several members were able to attend Dr. Jorgensen's funeral. He reminded everyone that Hall of Fame nominations are accepted any time of the year. A nomination form was included in the meeting packet.

ACIR Report

Randy Bina serves on ACIR, which is studying public improvement bidding (such as design-build). Legislative Council drafted a memo about concession requirements at Bina's request. Schaar will forward information on public improvement bidding to the Legislative Committee.

Old Business

ND Local Government HR Collaborative

Schaar reported there may be funds available for an HR speaker at the summer quarterly meeting. Bina has requested funding from the North Dakota Insurance Reserve Fund (NDIRF) for member scholarships to the HR Collaborative conference in April in Bismarck.

Quarterly Meetings

The spring quarterly meeting will be held April 22-23 in Bismarck, immediately following the HR conference. The summer quarterly meeting is June 22-23 at Grahams Island State Park.

New Business

2008-2009 Annual Report

Jacobson presented the report.

NPSI 2010

Schaar distributed flyers for the March 29-31, 2010, National Playground Safety Institute (NPSI) in Bismarck. There are again scholarships for NDRPA members due to great support from North Dakota Parks and Recreation Department (NDPRD) and NDIRF. Forty attendees are required for the institute, so members are encouraged to participate.

Parks and Recreation Research Possibilities

Merritt outlined the plan for the executive committee to research existing and potential studies on the value and economic impact of parks and recreation. Spencer said NDPRD may be interested in supporting research. Park districts are encouraged to send any research studies they have completed to Schaar.

Other

Spencer reported about 30 applications representing \$1 million of requests were received for the new state leadership and facilities grant program. No leadership applications were submitted, and all but three of the applications were for playgrounds.

The meeting was adjourned at 9:25 a.m.