

**Minnesota Recreation and Park Association
Board Meeting Minutes
December 7, 2011**

1) CALL TO ORDER

President Cris Gears called the meeting to order at 10:37 a.m. at the Fridley Community Center, Fridley, Minnesota.

2) APPROVAL OF AGENDA

Jennifer Fink moved to approve the agenda, seconded by Regina Michaud. Motion carried with no opposition.

3) APPROVAL OF OCTOBER 26, 2011 MINUTES

Jay Hutchison moved to approve the October 26, 2011 minutes, seconded by Rick Schaber. Motion carried with no opposition.

4) TREASURER'S REPORT

a) Financial Activity for October and November 2011

Michelle Snider reviewed the October and November financial reports. She stated that the last of the 2011 conference revenue has arrived. The investment account has fluctuated over the course of the year. Early registrations are slow to come in for 2011; we'll be close to a break-even amount or may slide into a slight deficit depending on year-end revenue arrival. Fall sports and early registrations are the only revenue for December. MRPA has had to cancel two roundtables for December. Michelle added that a line-of-credit is one consideration to help with year-end cash flow, with the intent that the line would be paid back when membership revenue is fully received by January and February 2012. Jennifer Fink moved to approve the October and November financial reports. The motion was seconded by Andy Soltvedt. Motion carried with no opposition.

b) Line-of-Credit Discussion

Michelle Snider informed the Board that MRPA is in a cash flow challenge for 2011, similar to previous years. An amount of \$25,000 from the line-of-credit is an option for consideration to assist with year-end cash flow. The goal would be to repay the line in early 2012 when MRPA receives membership revenue. Michelle added that the Treasurer Dale McCamish is supportive of the line-of-credit. Lyndell Frey moved to approve the line-of-credit transaction for \$25,000. The motion was seconded by Rick Schaber. Motion carried with no opposition.

5) PRESENTATIONS

a) Boe Carlson Legislative Platform 2012

Boe Carlson spoke on the areas of concern/topics for the platform. The state budget has been dealt with and the bonding bill for 2012 won't be large. He stated that it is an election year. The goal of legislature is to get in and approve things so they can

campaign. More than likely we won't see a special session. The legacy recommendations have been recommended for 2012. The discussion won't be made this year. The LCCMR will go through the RFP process. The constitutional amendments are same sex marriage and voter ID. The MRPA Legislative Committee continues to try and gain momentum for parks and recreation throughout the state. He said the feedback is positive about what the committee is doing. Boe reviewed the 2011 Legislative Platform and what MRPA supports. Contact Michelle or Boe before the next Board meeting if there is something to add to the platform. The platform for 2012 will be approved at the January meeting.

b) Swim Lesson Program

Jenny Garvey reviewed the MRPA Aquatics Section's pilot project swim lesson program. Jenny distributed the Hopkins Minnetonka swim program which was implemented in the summer of 2011. She said there was 60 hours of prepping for the program and they have positive feedback from their staff. They trained inexperienced staff unpaid 30-40 hours. The cost saved was \$5,000, which would have gone to Red Cross. Red Cross changed the fee structure to \$5 per participant for any class taken. It used to be a \$200 flat fee for most agencies. Nate Rosa added that Red Cross is under-staffed and not answering questions on a timely manner. Cris Gears asked if MRPA should use Minnetonka's program and endorse it for other communities. Dan Schultz asked if we open ourselves up to a risk/liability. He said that he will ask his attorney in Rosemount about the liability of managing a swim program and bring back information to the Board. Jenny added that the goal of MRPA could be a clearinghouse for database sharing. Cris added that the Board can put the swim lesson program on the workplan for 2012. The Board can attend the walk-through training in Minnetonka in March or April with the MRPA Aquatic Section. The Board then can give the section an answer by mid-summer.

6) OLD BUSINESS

a) MRPA Election Update

Jon Oyanagi stated that the ballots will be counted on Friday this week.

b) Annual Conference 2013 Site Selection

Michelle visited proposed locations for the 2013 Annual Conference: Earle Brown Center again, Radisson in Minneapolis, Treasure Island, and Saint Paul River Centre. She reviewed the cost differences and stated that MRPA could apply for a \$1,250 grant from Minneapolis Northwest if our conference is held at the Earle Brown Center. That would help with some of the site rental fees. She added that Treasure Island is a bit tight for a conference of our size, plus the catering fees are high. Rick Schaber moved to approve the Earle Brown Center for the location the 2013 Annual Conference. The motion was seconded by Regina Michaud. Motion carried with no opposition.

7) NEW BUSINESS

a) Strategic Plan Implementation 2012 Recommendations

Jack Kirk reviewed the Survey Monkey results from the membership. About 80 people responded. The strategic plan ad-hoc task force met last week about their recommendations. Jack reviewed the top five choices from the survey. The highest was Educate #2 – Create Web-Based Resource. The goal is to create a separate task force on

how to maintain it for years to come. Optimize #4 – Expand Revenue was the second highest. This will be lead by the Board of Directors with staff involvement. Optimize #1 – Create and Restructure Committees. The Professional Development Committee will take the lead. Lead #6 – Lead Local Legislation. The Legislative Committee will take the lead. Lead #2 – Grass-Roots. The Administrative Section will take the lead. In addition, action item 5 from the Strategic Plan will be incorporated into the duties of the President Elect, President and past President. Motion to adopt these Strategic Plan recommendations by Jay Hutchison and seconded by Jason West. Motion carried with no opposition.

b) Workplan 2012

Cris Gears and Michelle reviewed the workplan for 2012 and asked for additions. Cris stated the report and monitor budget expenses, aquatics section and making strategic plan updates a regular part of the agenda.

8) STAFF REPORT

In Report

9) BOARD ROUNDTABLE

Lyndell Frey – RSC hosted meeting next week.

Brad Bonk – He and his wife are having their first baby!

Dan Schultz – Breaking ground on a new senior center.

Jack Kirk – MRPF had give to the max day. Three student scholarships this year.

Jennifer Fink – Editorial Board will be highlighting the MRPA 75th Anniversary.

Jon Oyanagi – Last meeting – said his goodbyes.

Jason West – Get your rooms now for the 2012 Annual Conference.

Jay Hutchison – May or may not be his last meeting.

Cris Gears – Three Rivers Park District is hosting the National Special Park District conference.

9) ADJOURN

Motion to adjourn at 1:15 p.m. by Lyndell Frey and seconded by Jon Oyanagi. Motion carried with no opposition.

Present: Brad Bonk, Jennifer Fink, Lyndell Frey, Cris Gears, Jay Hutchison, Jack Kirk, Regina Michaud, Jon Oyanagi, Rick Schaber, Dan Schultz, Andy Soltvedt, Jason West, and Nicole White

Absent: Marc Mattice, Dale McCamish

Staff: Michelle Snider, Bethani Gerhard

Guests: Boe Carlson, Jenny Garvey, Michelle Gerstner, Nate Rosa