

NACPRO Meeting Notes

Teleconference Meeting

June 3, 2013

2:00 pm CST

Present: Board Members: Mark Denny, Randy Burkhardt, Bill Beckner, Steve Madewell, John Knight, Margie Dahlof, Joe Matthews, Russ Guiney, Gary Barth, Larry Blackstad, Joe Roszak, Maureen Snelgrove, Bob Nickovich, Michael Meadors, Association Manager: Brenda Adams-Weyant. Guests: Craig Zandstra, Faith Parducho

Secretary's Report

Motion by Michael Meadors, seconded by Randy Burkhardt to approve the April 29, 2013 meeting minutes. Ayes all.

President's Report – (Mark Denny)

- After the NACPRO reception at the Special District Forum on June 14, there will be a Board and friends dinner with a discussion on LWCF led by Steve Madewell.
- The NACPRO Legislative Program was distributed to all members.
- Mark asked for reaction to an NRPA legislative initiative aimed at providing low interest funding to local agencies for park and recreation infrastructure.
 - Larry commented that “there is no free money.” Taxpayers will still need to levy to pay off the loans.
 - Russ suggested that NACPRO position may be supportive, but it may not be something we may not want to be in a leadership advocacy position.
 - Michael commented that most communities already have this ability – unless credit ratings are not good. Could be scheme to further shrink the LWCF.
 - Bill Beckner mentioned that NRPA has been in conversation with National Park Service regarding legislative support for reauthorization LWCF. He pointed out that they have seen increased interest in supporting “urban” related improvements.
- **The Annual Meeting of the Board will be a teleconference meeting on Monday, July 22nd at the regular time.** This falls during the 2013 NACo conference.

Association Manager Report (Brenda Adams-Weyant):

- 113 Individual members, 2 retiree and 2 corporate members.
- Will be sending invoices soon to 2012 corporate members.
- Expressed appreciation to RJ Cardin and Steve Madewell for corporate membership leads and encouraged other Directors to send her additional leads and make personal contacts on behalf of NACPRO – utilize new Corporate Membership program.
- Awards Program information will be sent out later this month.
- Researching lodging and meeting room at NRPA Congress for NACPRO members and NACPRO meeting. Margie commented that many states have booked suites of rooms for their delegates.

Treasurer Report (Michael Meadors and Brenda Adams-Weyant)

- Budget and Finance Report
 - 2013 Budget Status Report and Budget as of May 14 - **attached.**

Committee Reports

- **Bylaws**
 - Brenda reviewed some suggested changes based on her review and past Board direction to create more flexibility with the Bylaws and better organize information - **attached.**
 - A final draft is due to the Board 30 days prior to the Annual Meeting. Brenda will distribute an updated version based on today's discussion by close to June 18th, since the Annual Meeting is scheduled for July 22nd.
 - Board discussed the definition of "officials" as it relates to the description of regular members in the bylaws. Historical context of directing membership to agency executives was shared. A desire to expand membership by not limiting to certain roles within an agency was also discussed. A suggestion was made to check the articles of incorporation to make sure there was no conflict. Brenda asked members to send their thoughts prior to formulating the final recommendations.
 - Discussed that a "Communications" standing Committee was no longer needed.
 - Discussed changing bylaws to provide more flexibility with the dates of the spring/summer meeting and annual meeting.
- **Nominating Committee:** no new information. A slate of candidates was presented at the April 29th Board meeting and will be presented for vote at the Annual Meeting.
- **NRPA County Parks Tour/Awards Banquet:** Randy Burkhardt has established a contact at Harris County and is working with them to develop a county tour of their District 4. **It will be a separate tour and occur on Monday, October 7th the day prior to the start of the NRPA Congress. The Awards Banquet will be Wednesday, October 9th.**

Liaison/Affiliate Reports

- NACo – nothing to report
- NRPA – Bill reported that the "pillars" have been a major topic of conversation lately.
- SORP – Brenda reported on the success of the National Outdoor Recreation Conference. The LWCF Conversation will be active until the end of June. Board members are encouraged to provide comments.

Steve Madewell talked about the LWCF Forum at the National Outdoor Recreation Conference. He said the local voice is not represented outside of NRPA. Destry Jarvis and Glenn Haas will be putting together some model language. Destry advocates getting support from the City Alliance. Maybe NACPRO could advance the local LWCF position through NACo. Bill Beckner and Steve will discuss more offline.

Motion to adjourn by Bob Nickovich, Seconded by Michael Meadors. Passed.

Next Meeting - July 22 – Annual Meeting

Actual Income and Expenses Compared to Budget
5/14/2013

	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Actual 5/14/13
Cash Carried Forward	27,286	28,342	26,766	18,592	23,095	\$23,095
Endowment Carried Forward	2,554	2,554	2,590	2,598	2,620	\$2,620
Revenues:						
Dues:						
General Membership	9,845	8,270	7,670	11,895	11,400	\$7,020
Corporate Membership	2,950	2,000	325	1,550	2,500	\$500
Web Advertising	1,400	900	800	2,750	1,750	\$1,100
Award Application Fees	1,950	2,700	1,700	2,450	2,200	
Conference Registration						
Workshop	380	280	350	425	0	
Banquet	2,145	1,820	2,000	1,820	1,946	
Tours:						
Summer Tour	1,625	1,105	1,625	1,625	0	
Fall Tour	1,300	0	0	0	1,495	
Board Meal	0	0	0	0	0	
Interest to Endowment	45	36	0	22	18	
Donations to Endowment	0	182	0	0	0	
Grants			0	0	0	
Sponsorships	900	600	750	3,750	3,000	
Misc.				0		
Total revenue:	\$22,541	\$17,993	\$15,220	\$26,287	\$24,309	\$8,620
Expenses:						
Administrative Services	8,400	8,400	6,300	9,900	12,600	\$6,429
Awards program/banquet			4,912	5,292	5,110	
Bank Charges	0	0	5	0	0	
Corporate Filing	13	13	0	165	0	
Credit Card Clearing	712	800	497	708	485	\$164
Educational Programs	20	68	1,089	333	0	
NACo, NRPA Board Liaison	0	0	655	0	0	
Newsletter	2,000	3,000	2,000	0	0	
Office Supplies	74	0	0	103	75	
Postage, Mailing	562	0	0	98	75	\$152
Printing	0	0	0	445	300	\$51
Scholarship	0	0	0	0	0	
Telephone			0	66	70	\$17
Tours	1,449	1,455	1,099	2,448	1,613	
Travel and Mileage	1,848	1,426	1,689	2,113	1,200	
Website	611	244	45	83	2,000	
Contingency	1,965	20	0	0		
Total Expenditures	\$20,939	\$19,533	\$18,291	\$21,754	\$23,528	\$6,814
Income less Expenses	\$1,602	-\$1,540	-\$3,071	\$4,534	\$781	\$1,806
Operational Balance Yearend	\$28,342	\$26,767	\$27,563	\$23,095	\$23,876	\$24,901
Endowment Balance Yearend	\$2,554	\$2,589	\$2,590	\$2,620	\$2,638	\$2,620

CONSTITUTION AND BY-LAWS
of the
NATIONAL ASSOCIATION OF COUNTY PARK AND RECREATION
OFFICIALS
AS AMENDED July 15, 2012



ARTICLE I

NAME, STATUS AND PURPOSE OF THE ASSOCIATION

SECTION 1. NAME

This Association shall be known as ~~-"National~~the National Association of County Park and Recreation Officials (NACPRO); ~~"- an affiliate of the National Association of Counties (NACo) and of the National Recreation and Park Association (NRPA).~~

Comment [BAW1]: This is covered in Article V. I'd like to think that NACPRO would stand on it own if the affiliations did not exist.

SECTION 2. STATUS

NACPRO is a 501(c)(3) nonprofit organization incorporated in the state of Pennsylvania. Said corporation, herein referred to as the Association, is organized exclusively for charitable and educational purposes under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

SECTION ~~2~~3. PURPOSES

The purpose of this Association shall be:

(a) To advance the official policies of NACo and NRPA, ~~a Delaware Corporation which has been determined to be tax exempt by the United States Department of the Treasury Internal Revenue Service~~, by supporting or opposing, as conditions dictate, the policies of other governmental units which are significant to County and Regional governments. This activity will most often be carried out by providing accurate, balanced factual educational materials and testimony based on professional experience of association members.

(b) To develop educational materials and present education programs to stimulate interest in ~~securing and protecting, preserving, developing, and managing county and regional parks, natural areas, open space, trails and recreation resources.~~ county and regional parks, natural areas, open space, trails and recreation resources. ~~county and regional natural areas and planning, developing, improving, maintaining, and preserving county and regional parkland, open space, trails and recreation resources,~~ and to obtain more effective use of public and privately owned lands and water areas.

(c) To cooperate with all park and recreation professional bodies and organizations with similar related objectives; to encourage cooperation and coordination between agencies and organizations concerned with the provisions of county and regional parks, natural areas, open space, trails and recreation resources. ~~county and regional parks, open space, trails and recreation services.~~

(d) To provide a forum through which its membership may, from time to time, meet and exchange ideas and experiences of importance. ~~to county and regional parks, natural areas, open space, trails and recreation officials.~~

ARTICLE II

MEMBERSHIP AND DUES

SECTION 1. ACTIVE INDIVIDUAL MEMBERSHIP

Membership in the Association shall be open to persons or institutions having an interest in county and regional parks, natural areas, open space, trails and recreation resources.

Membership in the Association shall be open to Any official, ~~elected or appointed,~~ associated with county and regional government, who ~~by virtue of their position~~ has natural resource, parks and/or recreation advisory, administrative or policy-making authority, ~~shall be admitted to active membership upon completion of a written application to the Board of Directors and payment of dues.~~ Active Members shall have the privilege of voting and holding an elective office in the Association.

SECTION 2. HONORARY MEMBERSHIP

Any individual who, in the opinion of the Association, has rendered distinguished service to the cause of better government and service through county and regional parks, natural areas, open space, trails and recreation resources. ~~county and regional parks, natural resource protection, open space, trails and recreation~~ shall be eligible for honorary membership. Nomination and selection to honorary membership may be made at any meeting of the Association. Honorary Members ~~shall be entitled to all privileges of the Association, except that they~~ shall not be eligible to hold office in the Association ~~nor are they, and they shall not be~~ accorded the privilege of voting. Honorary and are members are not required to pay dues.

SECTION 3. RETIREE MEMBERSHIP

An individual who is ~~a current or former NACPRO member and who is~~ retired from a position in ~~county and regional parks, natural areas, open space, trails and recreation resources county or regional parks and recreation administration~~ and is not currently employed full-time in a similar position. Retiree Members shall be entitled to all privileges of the Association, except that only up to two retiree members may serve on the Board of Directors at a given time.

SECTION 4. CORPORATE MEMBERSHIP

Any corporation or business providing recreational goods, materials, or services to the ~~Association~~ shall be eligible to become a Corporate Member of the Association. Corporate Members shall not be eligible to hold office in the Association and they shall not be accorded the privilege of voting. Benefits extended to Corporate Members shall be established by the Board of Directors.

SECTION 5. DUES

Dues for membership in the Association shall be set by the Board of Directors to ensure fiscal soundness of the organization and shall be established before the new membership year starts. Dues are effective for a calendar year, unless otherwise approved by the Board.

Comment [MD(2)]: I wonder if we should simply say that the dues will be set by the Board and that they are effective for a (delete the statement about before a new membership year starts – we don't set them every year)

ARTICLE III

OFFICERS, ELECTIONS, AND COMMITTEES

SECTION 1. BOARD OF DIRECTORS, ELECTIONS, AND TERMS OF OFFICE

The Board of Directors of the Society shall consist of six Officers and 18 Directors, for a maximum total of 24 Board Members, and the Association Manager.

~~The Officers consist of The Board of Directors shall consist of~~ the President, President-Elect, Vice President, Secretary, Treasurer, and Immediate Past President. ~~and up to eighteen (18) Directors, exclusive of the six (6) aforementioned Officers for a maximum total of twenty four (24) Board Members, and the Association Manager.~~

The ~~twenty-four (24)~~24 Board Members shall be elected by a majority vote of the Board of Directors present at the Annual Meeting. The term of office for Directors shall be for a period of two ~~(2)~~ years. The Board shall be divided into two ~~(2)~~ classes of equal size so that terms of office of ~~one-half (1/2)~~ the Board expire in one ~~(1)~~ year and the remaining ~~one-half (1/2) of the Board~~ expire in the ~~next~~ succeeding year.

~~Up to eighteen (18) Directors may serve on the Board. Each Director will be permitted one unauthorized absence and up to two authorized absences within his/her two-year term. Any second unauthorized absence or any third absence will result in termination of the Board Member's Directorship. Should a vacancy occur, the President shall appoint a person to fill the remainder of the term.~~

SECTION 2. OFFICERS AND OFFICER SUCCESSION

~~Candidates must be serving on the board in order to be nominated for an Officer's position. Officers shall serve for one year or until their successors are elected, and their term of office shall begin at the close of the Annual Meeting in which they are elected. The President, President-Elect, Vice President, Immediate Past President, Treasurer, and Secretary shall be elected by the Board and hold their respective office for a period of one (1) year until the next succeeding Annual Meeting or until their successors are duly elected.~~

~~The Vice President, President-Elect, President, and Immediate Past President position is a successive term office. Upon the end of the Vice President's term of office, the Vice President shall assume the duties of the President-elect, the President-Elect shall assume the duties of the President, President's one year in office, the President shall assume the duties of the Immediate Past President, the President-Elect shall assume the duties of the President, the Vice President shall assume the duties of the President-elect and the Board of Directors shall elect a new Vice-President.~~

The Secretary and Treasurer may serve additional terms.

~~Should any officer resign or otherwise become unable to fulfill the term of office, the President shall appoint a member of the Board of Directors to fulfill the functions of that office until the next election of Officers.~~

SECTION 3. RESIGNATIONS

Any member of the Board of Directors desiring to resign from the Board shall submit his/her resignation in writing to the President, who shall, in turn, present it to the Board. The President shall appoint a replacement to serve for the remainder of the term.

SECTION 34. ALTERNATE BOARD MEMBER

Each Board Member shall be allowed to have an Alternate Board Member for any Board meeting. The Alternate Board Member must be employed by the same agency as the Board Member. The Alternate Board Member shall have voting rights except when the Board Member is in attendance.

SECTION 45. NOMINATIONS

A slate of candidates for nomination for the election of Officers and Board Members of the Association shall be made by the Nominating Committee at least ~~thirty (30)~~ days prior to the Annual Meeting. The Immediate Past President shall serve as the Chair for the Nominating Committee. Nominations for the position of any Officer or Board Member may be made from the floor at the Annual Meeting. Nominations must be approved by two-thirds of the Board of Directors present at the Annual Meeting.

SECTION 56. DUTIES

(a) President:

It shall be the duty of the President to give notice and preside at all meetings of the Association and of the Board of Directors of the Association. The President shall appoint all Committees unless otherwise provided, prepare meeting agendas and shall perform such other duties usually performed by the President of an organization. The President shall be an ex-officio member of all Committees of the Association.

(b) President-Elect:

It shall be the duty of the President-Elect to serve on the Professional Education Committee and to perform such duties as assigned by the President. ~~The President-Elect in the absence of the President, shall discharge the duties of the President. It shall be the duty of the President Elect to exercise the functions and perform the duties of the President in the event of the President's absence or inability to act.~~ The President-Elect shall chair or coordinate Committees as assigned by the President.

Comment [BAW3]: The committee description below state that this committee develops the annual meetings at NACo and NRPA. The board roster also shows a 2013 Tours Committee. Consistency issue.

Comment [MD(4)]: This is the appropriate name and we had hoped that the President-Elect would work with this.

(c) Vice President:

It shall be the duty of the Vice President to serve on the Awards Committee and to perform such duties as assigned by the President. ~~The Vice President in the absence of the President and President-Elect, shall discharge the duties of the President. It shall be the duty of the Vice President to exercise the functions and perform the duties of the President in the event of the President's and Vice President's absence or inability to act.~~ The Vice-President shall chair or coordinate Committees as assigned by the President.

(d) Secretary:

It shall be the duty of the Secretary to keep a record of all proceedings, to attest documents, and to perform other duties as are usual for such an official or as assigned by the President.

(e) Immediate Past President:

It shall be the duty of the Immediate Past President to serve as Chair of the Nominating Committee and to perform such duties as assigned by the President.

(f) Treasurer:

It shall be the duty of the Treasurer to assist the Association Manager in the preparation of an annual budget and financial business report for the Annual Meeting and other association meetings, as required, and to perform such duties as assigned by the President. It shall be the duty of the Treasurer to exercise the financial duties of the Association Manager, ~~as assigned by the President,~~ in the event of the Association Manager's absence, ~~or inability to act.~~

(g) Board of Directors:

It shall be the duty of the Board of Directors to exercise general control and supervision over the affairs and expenditures of the Association, and shall, except as otherwise provided in this

Constitution, be empowered to decide upon all questions which may arise during the interval between meetings of the Association. The Board of Directors shall be responsible for developing Rules and By-Laws for this organization, subject to approval of two-thirds of the Board of Directors, and for recommending revisions in such Rules and By-Laws as may be desirable, from time to time.

SECTION 7. ASSOCIATION MANAGER

The Association may retain a professional Association Manager to perform duties as specified within a contract between parties. The Association Manager will receive compensation and is a non-voting, ex-officio member of the Board of Directors.

SECTION 8. COMMITTEES

The Standing Committees of this Association shall be appointed by the President and shall be the Committees on Legislation, Audit, By-Laws, Awards, Membership, Nominating, Professional Education, and Communications.

(a) Legislation Committee:

This Committee shall consist of not less than three (3) Board Members. This Committee shall study such issues that may directly or indirectly affect county and regional parks, natural areas, open space, trails and recreation resources~~County government or County officers~~, and such other matters as referred for study and report by ~~the~~ NACo and NRPA. Activities of the Committee will be related to gathering and reporting about proposed legislation and presenting related data. No activity of the Committee will be directed toward influencing legislation. The Committee shall perform such other duties as requested by the Board of Directors.

(b) Audit Committee:

This Committee shall consist of not less than three ~~(3)~~ Board Members appointed by the President and shall not include the Treasurer or Association Manager. The Committee shall prepare an internal ~~annual~~ audit report ~~of audit~~ of the Association financial accounts ~~of the Association~~ at least every two years or ~~additionally~~ as directed by the President.

(c) By-Laws Committee:

This Committee shall consist of not less than two ~~(2)~~ Board Members and shall consider, propose, and prepare such amendments to the Constitution and By-Laws as shall be deemed necessary.

(d) Awards Committee:

This Committee shall consist of not less than three ~~(3)~~ Board Members and shall prepare suitable criteria, solicit and review nominations, and recommend the granting of various awards, as approved by the Board of Directors, for the recognition of individuals and organizations that have made a significant contribution to the county and regional parks, natural areas, open space, trails and recreation resources~~county or regional park, open space and recreation movement of~~

Comment [BAW5]: The board roster also lists Finance, Corporate member Services and Website as standing committees. Many committees do not meet that often if at all, so being more inclusive reduces overlap and makes more efficient use of Board members time. I suggest we reduce number of committees on board roster and align with the bylaws.

Comment [MD(6): I agree – we can always have committees that are not standing committees and we may or may not reflect them on the Board roster. The intent here is to identify the Standing Committees. We may not need the Communications Committee now that you are taking over web and newsletter. We could recommend eliminating, unless there is a support function that you are interested in proposing.

~~the Association.~~ Awards will consist of plaques and trophies of nominal value and will promote educational examples of excellence in government and civic affairs.

(e) Membership Committee:

This Committee shall consist of not less than three ~~(3)~~ Board Members and the Association Manager and shall ~~review the qualifications of those who have applied for Association Membership and shall make a written report of recommendations for membership acceptance or denial to the Board of Directors. The Committee shall implement~~ develop strategies to recruit new Active Individual and Corporate Members.

(f) Nominating Committee:

This Committee shall consist of the Immediate Past President as Chair and not less than two ~~(2)~~ Board Members and shall nominate a slate of Officers and Board Members candidates ~~for Officers and Board Members~~. The Committee Chair shall supply the names of the candidates ~~notify to the Association Manager~~ Executive Director and President, in writing, at least ~~thirty~~ (30) days before the date of the spring Annual Meeting. ~~of the names of the candidates.~~

(g) Professional Education Committee:

This Committee shall consist of not less than two ~~(2)~~ Board Members and shall review, develop and implement various educational opportunities, programs and services to facilitate the exchange of information and knowledge for the betterment of county and regional parks, natural areas, open space, trails and recreation resources ~~the County parks, open space and recreation movement of the Association~~. The Committee shall coordinate with the local host and the NACo and NRPA liaisons, to schedule and/or develop county/regional park tours and sponsor quality educational programs at the spring and fall annual meetings ~~for the Annual Meeting and the Annual Congress of NRPA~~.

(h) Communications Committee:

This Committee shall consist of not less than three (3) Board Members and shall assist the President in soliciting articles and input for the newsletter and website of the Association.

Comment [MD(7)]: Agree – unless you see a useful support function

Comment [BAW8]: Do we still have a need for this committee? Our current newsletter model does not rely on member submissions. And the website revamping is more of an ad hoc committee versus standing committee.

SECTION 9. OTHER COMMITTEES:

The President shall appoint such other Committees as may be deemed necessary for the proper transaction of the business of the Association.

ARTICLE IV

MEETINGS

SECTION 1.

The Association shall hold two meetings each year, one in the spring and one in the fall. These meetings may be held in conjunction with other association conferences, such as the NACo

Annual Conference, NRPA Congress or Special Park Districts Forum. The spring meeting shall serve as the Annual Meeting of the Association where board members are elected.

~~The Annual Meeting of the Association shall be held at the time of the Annual Conference of NACo. A meeting of the Association shall also be held at the time of the Annual Congress of the NRPA.~~ Special meetings of the Association may be held at such times and places, as may be determined by the President. Virtual meetings via teleconference or other electronic means, as determined by the President, are considered a meeting of the Association.

SECTION 2.

Procedures followed at annual or special meetings shall be in accordance with Robert's Rules of Order consistent with the Constitution and By-Laws of this Association.

SECTION 32. QUORUMS

- (a) Nine (9) members of the Board of Directors shall constitute a quorum thereof.
- (b) A majority of any committee shall constitute a quorum thereof, and any questions may be decided by a majority of those in attendance.
- (c) An Alternative Board Member, selected by the Board Member, may serve as a Board Member being present for the purposes of determining a quorum. A Board Member may only select one Alternative Board Member for voting purposes.
- (d) If available, a Board Member may participate in any Association meeting via teleconference. Teleconference participation will serve as a Board Member being present for the purposes of determining a quorum.

ARTICLE V

PROFESSIONAL AFFILIATIONS

SECTION 1. NACo

- (a) The Association Representative to NACo shall be appointed by the NACPRO President to serve on the NACo Board and to report back to the Board of Directors on relevant NACo business.
- (b) The NACo Staff Liaison shall be appointed by NACo and serve on the Board of Directors as a non-voting member.

SECTION 2. NRPA

- (a) The Association Representative to NRPA shall be appointed by the NACPRO President to serve on the NRPA National Forum and to report back to the Board of Directors on relevant NRPA business.

(b) The NRPA Commission for Accreditation of Park and Recreation Agencies (CAPRA) representative shall be appointed by the President and will report back to the Board on relevant business.

SECTION 3. SORP

(a) The Association Representative to the Society of Outdoor Recreation Professionals (SORP) shall be appointed by the NACPRO President to maintain communications and report back to the Board on relevant SORP business

ARTICLE VI

FINANCE

SECTION 1. FISCAL YEAR

The fiscal year of the Association shall end on December 31 of each year.

~~SECTION 2. ANNUAL DUES~~

~~The annual dues for a member shall be established by the Board of Directors on or before December 31 of the preceding fiscal year. Dues are effective for a calendar year, unless otherwise approved by the Board.~~

Comment [BAW9]: Covered in Article II

~~SECTION 3. CORPORATE DUES~~

~~The annual corporate membership dues shall be established by the Board of Directors on or before December 31 of the preceding fiscal year. Dues are effective for a calendar year, unless otherwise approved by the Board.~~

ARTICLE VII

AMENDMENTS

SECTION 1.

This Constitution and By-Laws may be amended at any Annual Meeting by a two-thirds vote of the Board of Directors present, provided that such amendments shall first have been submitted in writing to the Board of Directors not less than ~~thirty (30)~~ days prior to the Annual Meeting. The ~~thirty (30)~~ day notice requirement may be waived by two-thirds affirmative vote of the Board of Directors' recommendation thereon. ~~Amendments, and~~ shall be submitted to the membership not less than ~~twenty-four (24)~~ hours prior to any vote being taken thereon.

Suggested Changes to Committees

Brenda Adams-Weyant

June 3, 2013

To align with bylaws and combine similar functions.

Committee Name & Members	Committee Type	Recommendation
Legislation (<u>Russ Guiney</u> , Andy Kimmel, RJ Cardin, Mark Denny)	Standing	Retain
Audit	Standing	Need to add to committee roster.
Finance (<u>Michael Meadors</u>)	Ad-hoc	Define purpose
By-Laws (<u>Mark Thornton</u> , Margie Dahlof)	Standing	Retain
Awards (<u>Scott Bangle</u> , Randy Burkhardt, Mark Denny, John Knight)	Standing	Retain
Membership (<u>John Knight</u>)	Standing	Combine with Corporate Member Services
Corporate Members Services (<u>Maureen Snelgrove</u> , Steve Madewell, Ted Jack)	Ad-hoc	Combine with Membership
Nominating (<u>RJ Cardin</u>)	Standing	Retain
Professional Education (<u>Randy Burkhardt</u> , Bill Beckner, Brenda Adams-Weyant)	Standing	Retain
Communications (<u>Margie Dahlof</u> , Scott Bangle, Mark Denny)	Standing	Eliminate. No longer needed.
Website (<u>Brenda Adams-Weyant</u> , Margie Dahlof, Scott Bangle)	Ad-hoc	Retain for revamping project
Endowment – TBD	Ad-hoc	
Retirees (Bill Scalzo, Brenda Adams-Weyant, Bill Beckner)	Ad-hoc	Define purpose
Historian (Dan Gooch)	Ad-hoc	
Newsletter (Brenda Adams-Weyant, Chris Stice, John Knight, RJ Cardin, Margie Dahlof)	Ad-hoc	Eliminate. Duplication of Communications Committee.
Meeting Arrangements (Brenda Adams-Weyant)	Ad-hoc	Eliminate. Duplicate of the Pro. Education Committee.
2012 Tours (Mark Denny)	Ad-hoc	Eliminate. Duplicate of the Pro. Education Committee.
Best Practices Database (Scott Bangle, Mark Denny, Bill Beckner, Brenda Adams-Weyant)	Ad-hoc	Eliminate. This work is completed.