

NACPRO Meeting Notes
Teleconference Meeting
August 26, 2013
2:00 pm CST

Present: Board Members: Andy Kimmel, Maureen Snelgrove, Randy Burkhardt, John Knight, Joe Matthews, Scott Bangle, John Elhom, and Michael Meadors.
Association Manager: Brenda Adams-Weyant.

Secretary's Report – (John Knight)

Due to absence of a quorum, no motion was made for approval of July Minutes. The July Minutes and the August Minutes will be placed on the September Agenda for Board approval.

President's Report – (Randy Burkhardt)

Randy Burkhardt discussed a vacancy on the Board of Directors. Mr. Burkhardt has been approached by Ted Jack, BREC, formerly of the Board of Directors about filling the vacant term. Although no formal action was required it was the consensus of the attendees of the meeting for Mr. Burkhardt to extend the invitation to Mr. Jack.

Randy Burkhardt also discussed the membership drive at the Special Park District Forum. The membership drive costs were approximately \$1,200 for snacks and drinks. Participation for the social was good and inquiries were received, however little if any new memberships have resulted.

Treasurer's Report – (Maureen Snelgrove)

Maureen Snelgrove discussed the financial report that Brenda sent with the agenda (attached).

Association Managers Report – (Brenda Adams-Weyant)

1. Membership Count-Brenda identified that to date the Association has:
9 Corporate Members,
120 Individual Members
2 Retiree Members
2. Brenda also mentioned that we have 6 attendees for the Houston County Parks Tour and 9 banquet attendees registered to date.
3. Committee Review and Members
Discussion regarding changes to committee structure to reflect the current needs of the Association, through elimination of some committees and merger of other committee functions were discussed. Board members present were asked to additionally identify which committees they would like to serve on. The Association manager will further discuss the reassignment of committee members at the September meeting.
4. NRPA Liaison (Bob Belote)
Discussion regarding Larry Blackstad as the new liaison was held. Randy Burkhardt volunteered to contact Larry to gauge his interest level in serving the Association in this capacity.

5. Website Updates

Brenda reported that she has been working Margie Dahlof gathering input as to what is necessary for content on the website. Brenda requested that Board members visit the site and provide feedback to what changes are desired.

6. Special Park District Forum & NACPRO

Discussion regarding the request of Past-President Mark Denny, for NACPRO to take over the Special Park District Forum was held. Brenda suggested that this commitment may be too much for the association and that maybe the board should consider a more limited role which may include performing the registration process as a possible option. Several Board members believed that it was likely the SPDF may not want or need the assistance of NACPRO. Traditionally, the SPDF operated on a looser format which also has been preferred by attendees. Further discussion will be held in the September meeting, however the Association desires the SPDF to know that we want to partner in any way possible going forward. It was suggested that we form a committee to investigate further. Andy Kimmel agreed to serve on this committee.

7. Michael Meadors asked if having a booth at NRPA would give us additional exposure. If one of the main goals of hosting/managing SPDF is increased exposure, there may be other options, such as having exhibit booths at other conferences. Randy offered to talk to some of the non-profits exhibiting at NRPA to understand the benefits that result.

Committee Reports and/or Business

1. Legislation – Russ Guiney

Joe Matthews presented information regarding the current discussions around Support the Community Parks Revitalization Act HR2424. Information regarding PIFIA and NRPA positions regarding the bill was discussed. Joe additionally discussed the different funding levels between the House version and the Senate version. Joe urged members to contact their Congressmen to express support of important conservation bills not under consideration.

2. Professional Education – Randy Burkhardt

Randy reported that he has been working with Dennis Johnson, Director of Harris County Parks & Recreation and anticipates an excellent tour of their facilities. Randy encouraged those members who have not yet signed up to do so.

3. Awards – Scott Bangle

Scott noted that they committee selected 24 of the award nominations for recognition. He discussed the banquet and encouraged those members who have not yet signed up to do so.

Liaison/Affiliate Reports

1. NaCo – Mark Denny

No report.

2. CAPRA – Scott Bangle

Scott report the high number of agencies (24) seeking accreditation.

3. NRPA Board – Larry Blackstad

No Report

4. SORP – Maureen Snelgrove

No Report.

Actual Income and Expenses Compared to Budget

	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Actual 8/19/13
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	\$7,370
Corporate Membership	2,950	2,000	325	1,550	2,500	\$2,600
Web Advertising (job ads)	1,400	900	800	2,750	1,750	\$1,800
Award Application Fees	1,950	2,700	1,700	2,450	2,200	\$2,250
Conference Registration						
Workshop	380	280	350	425	0	\$0
Banquet	2,145	1,820	2,000	1,820	1,946	\$140
Tours:						
Summer Tour	1,625	1,105	1,625	1,625	0	
Fall Tour	1,300	0	0	0	1,495	\$130
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	\$14,290
Expenses:						
Administrative Services	8,400	8,400	6,300	9,900	12,600	\$9,194
Awards program/banquet			4,912	5,292	5,110	\$1,166
Bank Charges	0	0	5	0	0	
Corporate Filing	13	13	0	165	0	
Credit Card Clearing	712	800	497	708	485	\$258
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	\$30
Tours	1,449	1,455	1,099	2,448	1,613	\$340
Travel and Mileage	1,848	1,426	1,689	2,113	1,200	
Website	611	244	45	83	2,000	\$67
Contingency	1,965	20	0	0		
Total Expenditures	\$20,939	\$19,533	\$18,291	\$21,754	\$23,528	\$11,259
Income less Expenses	\$1,602	-\$1,540	-\$3,071	\$4,534	\$781	\$3,031
Operational Balance	\$28,342	\$26,767	\$27,563	\$23,095	\$23,876	\$26,126
Yearend						
Endowment Balance	\$2,554	\$2,589	\$2,590	\$2,620	\$2,638	\$2,620
Yearend						