

NACPRO Meeting Notes
Teleconference Meeting
February 24, 2014
2:00 pm CST

Present:

Directors: Randy Burkhardt, Maureen Snelgrove, Bill Mitchell, John Elholm, Joe Matthews, John Knight, Daniel Betts, Joe Roszak, Stacy Blackwood, Greg Mack, Ted Jack, Scott Bangle, Larry Blackstad, and Justin Patterson.

Association Manager: Brenda Adams-Weyant

1) Secretary's Report- (John Knight)

a) Approval of January Minutes-Secretary John Knight submitted Minutes from the January meeting for approval. No changes were necessary and the minutes were accepted by the Board.

2) President's Report- (Randy Burkhardt)

President Randy Burkhardt discussed the arrangement between Orange County, NACPRO and Brenda for the upcoming Special Park Districts Forum. Randy wanted all to know that Brenda was working under a separate contract with Orange County to develop the registration process and provide advice for the upcoming forum.

Stacy Blackwood, Director of Orange County Parks, has asked if NACPRO would consider performing the financial transactions which would include receiving the registration funds, depositing the revenue in the NACPRO bank account and paying the associated invoices in return for retaining all profits from the event. Stacy stated that Orange County was looking for an administrative mechanism that Orange County was struggling with. Brenda stated that her compensation from Orange County would cover the costs of this added service. Concerns identified by the Board were:

- Greg Mack-assurance that NACPRO's exposure must be limited.
- Daniel Betts-asked for explanation of relationship and inquired about a possibility of a guaranteed amount to be retained by NACPRO for the association's participation.
- Brenda Adams-Weyant-we will need a plan for how to deal with the checks that arrive in Orange County's name.
- Scott Bangle-stated that he was reluctant to co-mingle funds. He suggested that there be language in the contract that limits NACPRO's payouts to no more than what has been collected.
- Larry Blackstad-inquired as to who vendors would be contracting with; NACPRO or Orange County. Stacy replied that it would be NACPRO, but that OC Parks would develop and manage vendor services. No contracts have been executed yet.
- Randy Burkhardt-The board previously discussed what role NACPRO might play in SPDF last year. He is ok as long NACPRO's liability is limited.
- Larry Blackstad-inquired about an escrow account to keep funds separated.
- Brenda Adams-Weyant will inquire with bank about possible methods.
- Randy and Maureen will review the draft contract.
- Randy will call a special board meeting to discuss and make a decision.

3) Treasurer's Report (Maureen Snelgrove)

Treasurer Maureen Snelgrove submitted a "Cash Flow" Report. Maureen identified that revenues year-to-date are ahead of last year.

4) Association Managers Report (Brenda Adams-Weyant)

a) Membership Count- Brenda reported there are 131 members; 95 have renewed their membership, this includes 2 new members and 3 that have rejoined after their membership lapsed in 2013.

b) Status of Membership Renewals- Brenda stated that membership renewals look good and she will stay on top of the process. She stated that she will be getting started on Corporate Sponsors and asked for the Board's help and referring interested potential sponsors to her.

Discussion was also held regarding the upcoming Special Park District Forum and that 16 registrations have been received to date. Randy questioned if this number is a concern. Brenda noted that it's too early to be alarmed and that most attendees register closer to the event date. Justin Patterson agreed saying that 6 or 7 will be attending from his agency alone and none had year registered.

5) Committee Reports and/or Business

a) Professional Education- Scott Bangle had no report for the board.

i) Status update on tour and educational session agendas- Brenda emailed the BREC summer tour agenda to the board. Ted Jack asked for people to contact him if there are any questions or concerns regarding the tour.

ii) Mecklenburg County Park Tour will offer 0.8 CEUs at the NRPA Congress. -

b) Awards- Daniel Betts

i) The nomination package was released February 5-Daniel Betts reported that we shouldn't expect responses until mid to late March.

ii) Daniel discussed that he and Brenda were working on obtaining three sponsors for the Awards and the adding of their name/logo to the Awards. Also discussed that he would be getting with the Awards Committee regarding selection criteria for the Awards.

c) Legislation- Joe Matthews for Russ Guiney had no report for the board. Russ did request Board members attending the NRPA Legislative Forum to contact him as he will be attending and representing NACPRO. Brenda said she would email out his request to all Board members.

6) Liaison/Affiliate reports

a) NACO- Larry Blackstad/Katie Bess- Larry had to leave meeting early but his earlier announcement that he would be attending the NACo Board of Directors meeting and would be representing NACPRO at the meeting.

b) NRPA- Bill Beckner- There was no report.

c) SORP- Brenda Adams-Weyant had no report.