



P.O. Box 6728 Scarborough, ME 04070
Tel. 207-252-0636 www.merpa.org

Board of Directors Agenda

Thursday, January 17, 2019

Wiscasset Community Center, 242 Gardiner Rd, Wiscasset, ME

Conference Call Dial in Number: **641-715-0861**

Participant Access Code: 633838#

10:00 am – 12:00 pm Board Meeting

1. Call To Order Willette [10:00a]
Tracy Willette Karyn MacNeill Sabrina Best Steve Balboni
Debbie Gendreau Jen DeRice Jason Hanken Hillary Hallett
Lisa Thompson Nicole Welch Joe Crocker Doug Beck
Non Board Member: Tyler Stewart

2. Review/Accept Minutes of December 10, 2018 (Balboni/DeRice); all in favor

3. Monthly Budget Report Crocker

Joe talked about being able to reconcile Credit Card purchases with Quickbooks which solves a large headache with trying to determine what the monthly payments are going to what purchases.

4. Board Discussion
a. FY 19/20 Budget Draft

Tracy talked about needing to put our proposed budget and provide a copy to the membership 30 days before the vote at the spring conference.

Deb talked about looking at the Ticket Program and anticipating a change as Funtown had talked about ONLY doing ticket program with MRPA and not with any other organization. Recommendation is to remain the same as \$315,000 in the proposed budget until the Funtown deal has been confirmed. Steve suggested we bring Kate in to talk about what the goals are for this program and eliminate the going back and forth. If Funtown is onboard with MPRA only, can they also help with promotion and marketing to help drive customers to Rec dept. for the discounted tickets. **We will invite Ed and Kate to the February meeting in Bath.**

Recommended on keeping the same Spring Conference Revenue at \$39,000 & Golf Tournament was recommended to remain the same at \$9,000, both brought in more revenue in the past year but the group felt it would be best to keep it the same for FY19/20.

Hot Shot discussion included eliminating the program and suggest towns to do the Jr. NBA program. Northern Maine would like to continue the program and possibly work with the Red Claws still through MRPA. The contract with the Red Claws could include a Northern Program, no State Competition at the Expo, and we could include a booth at the Fall or Spring Conference. **Deb will work with Red Claws to bring our suggestions and report back.**

Membership will remain the same for rates and anticipated revenue. We've been doing a better job at

Special Projects was higher this past year due to CPSI and we will not hold that again for another 3 years. There is no reason to change this line item.

Expenses: Need to look at increasing for the QuickBooks fees, Meetings line item was built in last year so we should be good to keep that the same. Looking at increasing Professional Development up to \$2,000.

Marketing is a line item the board would like to increase to help with Facebook Ads, Ads in Media (Magazines, Radio, TV). There was discussion around what is our Message about MPRA, Lisa mentioned when we talk about goals that Marketing should be one of our top priorities. The recommendation is to add a \$5,000 towards Marketing (new line item) and we will reword the Membership-Marketing line to Software (Website and add QuickBooks) at \$2,000.

5. Committee Reports

- a. Executive Director Report (Attached) Smith
Written Report
- b. Spring Conference MacNeil
Website has been updated, delegates and vendors have been coming in. Sunday Night is limited to 60 so register early so they can plan with the contractor appropriately.
- c. Hot Shot
This will be the last year Hot Shot is being held in EMPRA, discussions will need to take place on how/if the program will continue in Northern Maine.
- d. Membership Smith
Invoices have been sent out and need to be paid.
- e. Fall Workshop Welch
Working with Lewiston to secure a date.
- f. Legislative Willette
Tracy reported that the Federal Shut Down does not seem to be affecting funding but rather staffing needs such as questions, reports, approvals. Applications for things are being piled up and may take a while for staff to get caught back up once the shut down is lifted. Doug reported that compliance issues and proposals will also be affected for LWCF. RTP has a pot of \$189,000 unallocated grant funding for motorized projects (ATV, Snowmobile, grooming equipment).
- g. Awards Willette
Nominations are accepted year-round on the website. There are nominations coming in but not all categories have been filed.
- h. Track and Field Baude/Board
Working on lesson plans.
- i. Pitch Hit & Run Stewart
Tyler has met with Sea Dogs and secured a date of May 26 for regionals. Participants will receive a free ticket to the game that day and possibly have the winners throw out the first pitch. Sea Dogs will announce winners during the game and will help with promotions for the event.
- j. Tickets Harris
No Report
- k. Students Thompson
Lisa is meeting with USM students and St. Joes has express interest in participating with the Spring Conference. Would like to get students involved to mimic NNE as they had a great turnout and engagement with the students.
- l. Northern New England Update Thompson
Surveys are going out, overall conference was successful. The Conference App was a huge hit and very helpful. There are a few issues with the hotel that need to be worked out but overall the new venue was very accommodating.
- m. SCORP Update Willette
Tracy and Doug attended the first meeting for the State Comp Planning Committee which went very well.
- n. MMA Affiliate Balboni
A topic of interest is the Maine State Freedom of Information Act and what is considered FOA worthy and what needs a legal/court request (i.e. Security Footage from School buses).
- o. NMCRA Hallett/Willette
They meet the first Wednesday of the month.
- p. EMPRA Gendreau
Last meeting had a great speaker on Active Threats and they were invited to speak at the Spring Conference.
- q. SMART DeRice
February Meeting is Saco, Westbrook is suppose to host March but not sure with their recent fire if they will be able to host.

6. New/Other Business

Board
Joe mentioned looking at our current balance and start thinking about potential projects or programs the board could develop.

7. Adjourn (MacNeil/Balboni); all in favor 11:44am