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Board of Directors Minutes
Thursday, February 8th, 2018
Bath Parks & Recreation, 4 Sheridan Road, Bath
10:00 am – 12:00 pm Board Meeting

Call To Order 10:14 a.m.

Present: Steve Balboni, Tracy Willette, Linda Brooks, Jen DeRice, Debbie Gendreau, Karyn MacNeill
Jason Hanken, Andy Kaherl, Doug Beck, Matt Tobin, Deb Smith

Excused: Hillary Hallett, Denise LeBlanc

Review/Accept Minutes of January 18th, 2018

Motion to accept (Willette, DeRice)- All in favor.

Accept Budget Report

Steve explained revised budget; Profit from tickets is approximately \$20,000. Waiting to settle Aquaboggen expenses; Deb still working through treasurer changes – discussed need to possibly transition away from Pay Pal; Steve recommends new treasurer getting trained in Quickbooks (if new treasurer does not have that experience) and to have Board pay for that; Kate will be continuing with ticket program and will coordinate this with new treasurer; Doug suggests that Board hire a bookkeeper to work directly with treasurer; Deb suggests that MAPHERD is also needing a new treasurer, and suggests that there could be the possibility of having the two Boards share this bookkeeper position – others agreed that this should be considered.

Motion to accept (Willette, Tobin) – All in favor.

Board Discussion

- a. Proposed Budget – Steve explained proposed budget; Recommends raising Executive Director’s salary by approximately 3%; Steve suggested that perhaps there was a way to encourage folks to travel to northern Maine for Board meetings – perhaps have an operating line in budget to provide rooms in different areas of the state; Hillary has traveled south, but other members have had a difficult time getting north; Matt suggested having a budget of a certain amount (i.e. \$1000) to allow for Board members to travel; Tracy recommends increasing Meetings line to \$1200 to cover overnight accommodations – offset revenue in Ticket program; Nat Conf – Mid-Year Forum will be eliminated; This proposed budget will be posted on website prior to Spring meeting
- b. Annual Conference
Karyn reported there is a full slate of sessions; End Note confirmed; Under budget in speaker line at this point; Sunday night event will begin at 5:15 and will end around 8:00; Karen may need assistance filling in tasks at conference time; Vendor numbers are down; Still low on registrations; Matt suggested that MRPA members make a greater effort at visiting the vendors; On positive note, companies are looking at ways to be a sponsor; Matt talked about a program with Maine AD’s where business conducted at a conference would give a %age back to the state association
- c. Positive Coaching Alliance
Jen reported that numbers are good – 41 registered at this point; Regional affordable trainings work well; Jen mentioned that there will be another training set up in the future for Professionalism by Donna Kuethe – Moultonborough; Based on success, Deb is suggesting that this should be happening in other regions; Jen mentioned that many folks did not know how to log onto Member Zone to register for this event
- d. College Update
Andy reports that Lisa Ahearn is leaving SJC and is going to Plymouth State; No confirmation from her as to when we can meet with her students; Karyn will be attending a meeting at SMCC – Linda and Andy to join her; Another meeting to be scheduled with Recreation class in April
- e. Revisit Goals
Steve raised issues of goals; Partnering and Mentoring piece is looking very good; College piece is working well; Matt reports that Sea Dogs, Skowhegan and Bangor/Brewer for Sports Fields maintenance clinics are being arranged for spring/summer; Karyn suggested Board development with change in board

membership should be considered – Steve suggested that new and old board members should have an overlapping retreat in April/May

Committee Reports

- f. Executive Director Report
Much of time being spent on conference registrations
- g. Membership
Ongoing – some agency/individual memberships still being collected
- h. Fall Workshop
Looking at possible new locations in Brewer, Bangor, Lewiston; Will have a first conference call after Spring Conference
- i. Awards
Tracy reported there is a full slate of candidates – committee will be meeting soon; deadline is February 9th
- j. Golf Tournament
No report – Matt will begin to promote it at the conference; scheduled for September 7
- k. Hot Shot
Andy reported that Lewiston regional roster to be sent out today- 18 will be going there; 41 or 42 going to South Portland; Only 2 girls in the 13+ age category going to regionals in the south – may need to look at that age group moving forward; Hillary regional coordinator for the North
- l. Track & Field
Deb shared that New Balance has offered a \$1500 donation; Funtown/Splashtown has not come through yet as naming sponsor; \$500 from Northeast Charter – last year Board had to assume the entire cost of this program
- m. Pitch Hit & Run
No report
- n. Scholarships
Gave out \$250 to Hillary for Spring Conference; one more application received after the deadline; discussion about how to best handle the scholarship deadline process – to remain with the February/September deadline; One scholarship being given for Russell Packett Scholarship at the conference – application received for on-line NAYS certification; Russell's family is planning to be there for a presentation
- o. Tickets
Kate will continue to manage this program
- p. Students
Andy working with colleges to encourage student involvement at the conference; has heard from Orono, Unity and Machias
- q. Northern New England Update
Committee doing RFP's for a new venue

New/Other Business

- r. Still lacking Intent to Serve forms; No secretary position yet
- s. Andy mentioned the contact with the Maine Mariners – suggested that he would make a
- t. Jen brought up recent concerns raised from communities dealing with MMA opinions that affect how we are managing some aspects
- u. Deb raised issue of offering Playground Safety Course – suggested November 2018; all agreed
- v. Deb shared information about Mentoring Program – Deb is sending out information about 4 mentees and 7 mentors; By March, mentoring matches will be met; Matt suggests positive feedback from folks should be added onto the website; Board pleased that this has been a long time in the making, and is excited about this new opportunity
- w. Karyn asking about limits on credit card, as payments will be required for Spring Conference

Motion to Adjourn at 11:56 am (Willette/Gendreau); All in favor

Next Meeting March 8th – Bath Parks & Recreation - 10am