



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

Board of Directors Agenda

Thursday, April 12th, 2018

Bath Parks & Recreation, 4 Sheridan Road, Bath

10:00 am – 12:00 pm Board Meeting

Meeting called to order – 10:03 a.m. New members welcomed

Present: Steve Balboni, Karyn MacNeill, Linda Brooks, Jen DeRice, Hillary Hallett, Jason Hanken, Andy Kaherl, Doug Beck, Matt Tobin, Deb Smith, Joe Crocker, Sabrina Best, Lisa Thompson

Excused: Tracy Willette, Debbie Gendreau, Denise LeBlanc

Review/Accept Minutes of February 8th, 2018 - Motion to accept (Tobin, Kaherl); all in favor

Accept Budget Report

Deb provided budget report; one adjustment will be made which will reduce; currently below projection in memberships, which is primarily due to commercial memberships – Deb encouraged Board to reach out to any of those commercial members who our outstanding

Motion to accept (Tobin, Hallett); all in favor

Board Discussion

a. Financial Procedure Discussion

Board

Trying to streamline process so that all payments go to one location (i.e. post office box address); planning to have 2-3 members with access to Quickbooks; one location will facilitate the process for finance departments in each town who send in payments to multiple addresses at this point

b. Hot Shot Review

Kaherl/Hallett

Andy reported that States went very well; thanked those who were there to help; Total of 33 participants, limited number of participants who did not show up; 85 tickets were given out for the Red Claws game, so that was positive; Andy still wondering what direction we should go with this program and whether we should continue; Deb reported that we signed a 1-year contract with Red Claws; there was good participation on the part of the Red Claws staff; program profited \$1124

c. Annual Conference Review

MacNeill

Expected profit of \$12,800. Credited Nicole and her crew for discounted topic sessions, which kept cost down; Karyn has looked at feedback, some concerns about logistics at Samoset, but nothing major; Saved about \$2500 in food and direct hotel costs; Samoset wanting an answer as to whether we will be returning next year; Changes the conference experience for many attendees; feedback from delegates very positive; Samoset holding dates of March 17-19 and would hold the room rate increase to 1% if we sign a 2-year contract; Steve suggested asking to eliminate the increase if we sign immediately; discussion about enticing people to stay for final session; Deb raised the issue of having an Educational Coordinator on the board; raises further issue of having positions on the board with notion of succession planning; Karyn shared that there is an operational manual in place that aids this committee in completing its work; Committee will begin meeting in July-August

d. Meeting Schedule

Board

Retreat – suggesting retreat be done before old members leave, so May is suggested for a full day retreat (9-3); Deciding upon regular meeting schedule and time – decided on 2nd Thursday at 9:00 a.m.; July 10th will be the State Meet, and people are encouraged to help out with that; Dates will be discussed at retreat

2. Committee Reports

a. Executive Director Report (Attached)

Smith

Will be hosting a CPRP course (November 14-16) at SoPo Community Center; registration opens next week; 3-day commitment with testing on Friday; Good revenue generator for MRPA; Also reported on grant for sunscreen dispensers - may attend the SMART meeting on the 26th

b. Membership

Smith

Deb provided update on new memberships, and need for Board to assist in following up on commercial memberships that had not yet renewed

- c. Fall Workshop Welch
No date or location confirmed yet; Committee preparing to meet soon
- d. Awards Willette
No report
- e. Golf Tournament Balboni
Steve reported need for sponsorships; team recruitment
- f. Track & Field Bouchard/Baude/Hallett
No report; Board discussed logistics of the day
- g. Pitch Hit & Run Stewart
Sponsorships have come in; Ribbons were large expense last year; Hoping to upgrade t-shirts for this year; Deb requesting \$900 from Board to offset costs of this program; Board agreed
- h. Scholarships Balboni
Steve reported applications available for upcoming opportunities
- i. Tickets Harris
Information just becoming available on-line; tickets will be available mid-June
- j. Students Kaherl
Andy reported about attending both SMCC and SJC; Received well at both schools – Andy wishes to continue this work when he steps down from the Board
- k. Northern New England Update Thompson
Lisa reported there is a meeting in Concord tomorrow; Conference will not be at Attitash this year – new location confirmed at North Conway Grand
- l. LWCF Update Beck
Doug updated Board on current status; With passage of federal budget, significant increase in funding (20%)
- m. SCORP Representation Beck
Doug reported that MPRA could have a representative on the SCORP committee; Matt recalled that Tracy indicated in interest – to be confirmed; Matt indicated an interest in being involved
- n. MOC Representation Balboni
Maine Outdoor Coalition met; Steve reported that there has been minimal representation by this Board and recommends that we should have representation
- o. MMA Affiliate Meeting Balboni
Steve attended a meeting; recommended that Parks and Recreation should be included in videos for young professionals; Encouraged that we look at the MMA website
- p. Mentorship Program Smith
Deb reported that there are 5 pairings; everyone is sharing goals for what they are working on – next event to be held in September; will look for a new group to join this program at Spring Conference
- q. Educational Topics Board
Deb requested input about topics to be used within communities for out-of-the box topics: ADA Regulations in outdoor spaces; Indoor turf or ice arenas; Invasive bugs and plants; Forest management; Farmers Markets; Outdoor survival; Building a community center; Positive collaborations between schools and towns; Dog parks; Battling the minimum wage and getting quality staff; Becoming a director; Pest control; Anti-drug and alcohol coalitions; Development of open space and master plans; Sports tourism; Assessing needs; Maintaining safe athletic fields; Managing large groups of kids

3. New/Other Business

Board

Steve raised issue of the future of Cape Basketball League; updates to be provided by Deb soon as she knows Cape's plans for continued involvement ; Jason suggested that we should adopt a smaller regional sports format – NH has 7 regions as opposed to Maine's 3 regions; Jen mentioned that smaller regions limit networking opportunities; Steve suggested a good topic for a retreat

Matt has been talking with Denise to schedule another grounds seminar in Skowhegan; June 20th is NESPA/NEPA Turf Day (one in Exeter, NH and one in Governor's Academy, MA)

4. Adjourn (Tobin, Derice) – 12:02 pm

Next Meeting – May 10, Retreat, Location to be determined