

**National Association of County Park and Recreation Officials
Board of Directors Meeting Notes
July 10, 2003**

In attendance: Gene Andale; Bill Beckner; Jon Brady; Ron Benson; Doug Bryant; John deBessonnet; Steve Dice; Paul Frandsen; Bob Harbin; Dan Hoch; Paul Mueller; Bob Nickovich; Bill Palmer; Mike Pasteris; Paul Romero; Bill Scalzo; Tim Schriener; John Von de Linde; Annette Wise;
Excused: Ned Cheely; Don Cochran; Dan Gooch; William Mitchell; Dave Noble; Ralph Richard; Cindy Welsh; Graham Skea

Board Meeting 10:00 a.m.

- I. President John deBessonnet called the meeting to order at 10:00 a.m.
 - Overview of what's happening in Milwaukee on upcoming weekend (city events) - Larry Kenny, Associate Director of Parks, Milwaukee County Parks, Milwaukee, Wisconsin.
- II. Roll Call (see above) – Steve Dice
- III. Requests for Amendments to Agenda - None
- IV. Doug Bryant moved and Ron Benson seconded accepting the minutes of the February 28, 2003. Minutes were approved with the following addition:
 - Scholarship for Russ Clark to go to Special Park District Forum.
- V. Introduction of Guests/Guest Presentations – NACo representative Abby Friedman (directs NACo environmental programs).
 - Memorandum of understanding process going on—NACPRO's is done—will be acted upon at this meeting.
 - Abby complimented NACPRO on being very well organized.
 - 3,066 counties in United States, just above 2,000 are NACO members.
 - Display table available to NACPRO at NACo conference.
 - NACo survey coming out for completion summer/fall.
 - Distributed handout on *5 Star Restoration Program*.

Roundtable "FYI" Discussion

At 11:30 am the President suspended the meeting of the Board of Directors. The meeting will resume upon completion of the General Membership meeting at 1:00PM.

General Meeting – 1:00 p.m.

- I. Call to Order – John deBessonnet
- II. Roll Call (see above) – Steve Dice
- III. Requests for Additions to Agenda
- IV. Introductions of Guests – John deBessonnet
 - f. Everett Sinor, Maintenance Superintendent, Knox County, TN.
 - g. Doug Bataille, Director, Knox County Parks and Recreation (TN)
 - h. Joel Johnson, Hillsborough County, FL

- V. Amendment to By-Laws - Don Hoch
Don Hoch moved, seconded by John deBessonnet, to approve the following changes and/or additions to the association By-Laws:

ARTICLE 1. SECTION 1. NAME

This Association shall be known as "National Association of County Park and Recreation Officials," an affiliate of the National Association of Counties and of the National Recreation and Park Association.

ARTICLE III SECTION 2. ELECTIONS, TERMS OF OFFICE

The President, First Vice President, Second Vice President, Third Vice President-Secretary and Treasurer shall be elected at the Annual Meeting of the Association by the votes of a majority of the active members present. The President, First Vice President, Second Vice President, Third Vice President-Secretary and Immediate Past President shall hold a term of office for a period of one (1) year. All Officers shall hold their respective terms of office until the next succeeding Annual Meeting or until their successors are duly elected. The Treasurer shall hold a term of office for a period of three (3) years.

Should any officer resign, retire, or otherwise become unable to fulfill the term of office, the President shall appoint a member of the Board of Directors to fulfill the functions of that office until the next election of officers.

ARTICLE IV. SECTION 3 QUORUMS (addition)

- a). Nine (9) members of the Board of Directors shall constitute a quorum thereof. (Art.III.Sec.7f)
- b). A majority of any committee shall constitute a quorum thereof, and any questions may be decided by a majority of those in attendance. (Art.III.Sec.11)
- c). Subject to approval of the President, a Board member may assign a proxy vote to another Board member in lieu of attending a board meeting. An approved and accepted proxy will serve as a member being present for the purposes of determining a quorum. The member holding the proxy shall be allowed to vote for the absent member. A member may only hold one proxy for voting.

The President called for any discussion on the motion. There being no further discussion the question was called and by a unanimous vote of the membership the motion to approve the amendment to the By-Laws was approved with no objection.

- VI. Election of Board of Directors - Bob Nickovich
Bob Nickovich moved and Paul Frandsen seconded accepting slate of Board of Directors. The nominations for Board of Directors are as follows:

DIRECTORS SLATE - 2003-2005 TERM

1. Ned Cheely	James City County, VA
2. Ron Benson	Douglas County, CO
3. John de Bessonnet	Harris County, TX
4. Steve Dice	Cuyahoga County, OH
5. Bill Mitchell	Bucks County, PA
6. Dave Noble	Lake County, OH
7. Bill Palmer	East Baton Rouge Parish, LA
8. Ralph Richard	Oakland County, MI
9. Bill Scalzo	Maricopa County, AZ
10. Wayne Weston	Mecklenburg County, NC
11. John Von De Linde	Anoka County, MN
12. Lisa Killough	Santa Clara County, CA

DIRECTORS - 2003-2004 TERM

13. Don Cochran	Montgomery County, MD
14. Robert Harbin	Broward County, FL
15. Paul Frandsen	Riverside County, CA
16. Don Hoch	Bibb County, GA
17. Robert Nickovich	Lake County, IN
18. Mike Pasteris	Will County, IL
19. Tim Schreiner	Grand Traverse County, MI
20. Cindy Welsh	Loudoun County, VA
21. Doug Bryant	Hennepin County, MN
22. Annette Wise	Buncombe County, NC
23. Paul E. Mueller	Washington County, WI
24. Tom O'Rourke	Charleston, SC

The President called for any nominations from the floor, there being no further nominations the President then called for a vote. By a unanimous vote of the general membership the nominations for Board of Directors were approved with no objections.

VII. Election of Officers - Bob Nickovich

Bob Nickovich moved and Paul Frandsen seconded accepting slate of Officers. The nominations for Officers are as follows:

OFFICERS SLATE- 2003-2004 TERM

1. President	Ron Benson
2. First Vice President	Tim Schreiner
3. Second Vice President	Steve Dice
4. Third Vice President	Mike Pasteris
5. Treasurer	Annette Wise
6. Immediate Past President	John de Bessonnet

The President called for any nominations from the floor, there being no further nominations the President then called for a vote. By a unanimous vote of the general membership the nominations for NACPRO Officers were approved the with no objections

VIII. New Business

The President then called for the introduction of any new business for the general membership. There being no new business the President then adjourned the General membership meeting for 2003.

Board of Directors Meeting Continued

Executive Secretary Report – Gene Andal

- Distributed NACPRO Corporate Membership Roster for 2002
- Distributed NACPRO Annual Budget for Fiscal Year 2003-2004
- Distributed NACPRO Membership Report for period ending June 30 and NACPRO Membership Roster for Fiscal Year 2003-2004
- Paul Frandsen moved and John Von de Linde seconded accepting the report and adopting the budget. Motion passed.
 - Paul Romero suggested doing a 5-year budget projection.

V. NACPRO/NACo Board Member Report – Mike Pasteris presented Memorandum of Understanding.

- Paul Romero moved and Doug Bryant seconded accepting the following amendments to Memorandum of Understanding:
 - No. 4: Add “k. NACo agrees to provide NACPRO with a permanent address for mailing.
 - No. 9: “NACPRO agrees to provide NACo with an annually updated membership list *and copies of NACPRO newsletter*.
 - Delegate Mike Pasteris to sign as “Authorized Representative NACPRO.”
- Memorandum adopted.

VI. Standing Committee Reports

- a. Awards Committee – Ron Benson
 - Ron will present at Awards ceremony.
- b. By Laws Committee - Amendment to By-Laws – Don Hoch
 - Bill Scalzo moved and Mike Pasteris seconded accepting *Proposed By Law Changes* as written.
- c. Finance Committee – Annette Wise – No report
- d. Legislation Committee Bill Beckner
 - Bill described NACo/NACPRO conference programs, i.e., there are three slots and nine programs at NRPA.
 - Looking for NRPA program proposals for 2004, please get them back to him by 2003 NRPA Congress Meeting.
- e. Membership Committee – John Von de Linde
 - *2003 Membership Survey Results* distributed (also distributed at last meeting).
 - Membership brochure put together by Bob Harbin and staff.
 - John sent inquiries to all State Park and Recreation Professional organization for County Park and Recreation Agency List.
 - Only 10 were returned, seven of which were useable.
 - NRPA is sharing its list NACPRO.
 - John reported that Ron Benson is trying to increase participation via phone calls; will have four regional representatives who will make phone calls to increase membership.
 - Still looking into NRPA booth.
 - Will cost \$1800 (not supported).
 - Suggested: Simply put brochure on affiliates rack.

- VII. Professional NRPA/NACo Education Committee – Bill Beckner
- Bill described NACo/NACPRO conference programs.
 - There are three slots/nine programs at NRPA.
 - Bill is looking for NRPA program proposals for 2004; please get them to him by 2003 NRPA Congress meeting.
- VIII. Ad Hoc Committee Reports
- a. Commission on Agency Accreditation – Don Cochran
 - See article in most recent Internet newsletter.
 - b. Historian – Dan Gooch – no report
 - c. Internet Communications – John deBessonnet
 - John will increase work on website now that he is no longer President. He will separate non-member and member access to web page.
 - d. Organizational Future – Mike Pasteris – no report
 - e. NRPA National Forum – Cindy Welsh – no report
 - f. Scholarship – Tim Schreiner
 - Tim Schreiner moved and Paul Romero seconded approval of the scholarship from Youth Services Director for Tim Chesnutt, Loudon County Park and Recreation, VA.
 - g. Endowment – John deBessonnet
 - Handout – *Endowment Fund Guidelines*, Draft, June 26, 2003.
- IX. New Business
- Approval of NACO Memorandum of Understanding (see VIII.)
 - Approval of NACPRO Endowment Fund Guidelines
 - John deBessonnet moved and Mike Pasteris seconded a motion to approve NACPRO Endowment Fund Guidelines. Guidelines were approved. The approved guidelines are as follows:

National Association of County Park and Recreation Officials
Endowment Fund Guidelines

Section I. Purpose

The NACPRO Endowment fund shall be established for the purpose of providing funding support for specific programs of the association. These programs include NACPRO scholarships, the NACPRO annual awards program, and the editing and publishing of the association newsletter.

Section II. Contributions

The association may accept tax-exempt contributions to the endowment fund. Such funds shall be deposited into a separate and distinct account, separate from all other association funds. The funds shall be deposited into an interest bearing account recommended by the Finance Committee and approved by the Board of Directors.

Section III. Disbursement

Prior to the adoption of the annual operating budget, the association treasurer shall certify the interest amount generated by the endowment fund for the previous year. This interest amount may be withdrawn from the endowment fund and transferred to the operating fund budget for any of the specified endowment supported programs. Only the interest generated may be withdrawn.

Section IV. List of Donors

The association Executive Secretary shall maintain a permanent list of donors to the endowment fund. Once a year to acknowledge new donations, a list of the donors for that year shall be published in the association's newsletter.

Section V. Accounting

As part of each quarterly financial statement an endowment report shall be included showing old balance, new donations, interest earned, and new balance. The Treasurer shall assure that all financial reports required by either state or federal agencies are submitted.

Section VI. Termination of the Fund

The endowment fund may be terminated by a majority vote of the Board of Directors at any regular scheduled meeting. At such time, the balance of the endowment shall be transferred in total to another permanent 501C3 endowment fund established for the purpose of promoting and supporting the field of public parks and recreation.

XI. Adjournment

There being no further business to conduct the meeting of the Board of Directors was adjourned.

X. Future Meetings

- NRPA Annual Congress – St. Louis, October 22 – 25
 - Phoenix in summer of 2004
 - Honolulu in summer of 2005
 - Denver in summer of 2006
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