

National Association of County Park and Recreation Officials  
Board of Directors' Meeting Minutes  
July 12, 2008, National World War I Museum, Kansas City, MO

I. CALL TO ORDER

John VonDeLinde called the NACPRO Board Meeting to order at 1:00 PM. John VonDeLinde thanked the National World War I Museum for hosting the meeting and BRW for sponsoring the luncheon.

II. ROLL CALL

Board members present: Renee Bahl, John Buck, Randy Burkhardt, R J Carden, John deBessonnet, Russ Guiney, Greg Mack, Paul Mueller, Bill Palmer, Mark Thornton, John VonDeLinde, Margie Walz.

Others Present: Dan Gooch, Executive Director, Bill Beckner, Consultant, Jim O'Connor, representing Board member Lisa Killough, Randy Burkhardt, John Elholm, Marty Walsh, Jim Clark, Richard Bales, Norma Garcia.

III. APPOINTMENT OF NEW BOARD MEMBER TO FILL A VACANCY

John VonDeLinde introduced Randy Burkhardt, Acting Director of the Douglas County Parks, Trails and Building Grounds. Randy was appointed by President VonDeLinde to replace retiring director Ron Benson for the balance of Board Term 07-09.

IV. APPROVAL OF THE AGENDA

Paul Mueller asked that the Board discuss scheduling a third board meeting in the calendar year.

**Randy Burkhardt moved, seconded by Bill Palmer, that the agenda be approved as mailed with the addition of discussion on a possible third board meeting in the calendar year under "Other Business." Motion carried.**

V. INTRODUCTION OF BOARD MEMBERS AND GUESTS

Members, guests and visitors were introduced.

VI. APPROVAL OF MINUTES OF BOARD OF DIRECTORS' MEETING,  
SEPTEMBER 28, 2007, INDIANAPOLIS, IN

**Paul Mueller moved, seconded by Renee Bahl, that the minutes of the National Association of County Parks and Recreation Officials Board of Directors Meeting of September 28, 2007 be approved as mailed. Motion carried.**

VII. COMMITTEE REPORTS

Legislation

Mark Thornton and Renee Bahl commented on the 2008-09 proposed legislative platform (see attachment). Mark noted that the asterisked items conform with NRPA legislative platform. Most of these items also conform with NACO's platform. Bill Beckner noted that Andy Kimmel had done a lot of work in support of item #7 in the platform, "No Child Left Inside Act." Based on his work, NACO adopted this as part of their legislative platform. The 2008-09 proposed legislative platform was laid over for adoption at the Fall NACPRO Board of Directors' meeting in Baltimore.

Finance

John Buck reported that the net worth of NACPRO for the first half of 2008 has improved substantially since 2004. Dan Gooch referred board members to the financial report for the first half of 2008 included in the board packet (see attachment). John Buck noted that the increased revenue was due primarily to general and corporate membership increases.

By-Laws

John VonDeLinde, on behalf of Lisa Killough, reported on a recommendation that the by-laws be amended to recognize the relationship with the National Recreation and Park Association, including a statement that "The NACPRO representative to the National Recreation and Park Association (NRPA) be appointed by the NACPRO President at the annual meeting to serve on the NRPA National Forum." Attached is a copy of the proposed amendment to the by-laws. There was a general consensus of the Board members that the

amendments to incorporate NRPA are appropriate. However, Greg Mack pointed out that the sections dealing with the relationship with NACO and NRPA may warrant a separate article which focuses on relationships rather than the duties of officers and elections. This item was referred to the annual meeting for action.

### Awards

Margie Walz, awards chair, reported that the Awards Committee had received 49 nominations from 25 different county agencies. She noted that the quality of nominations and projects continue to increase. Part of the increased number of nominations may be attributed to the enhanced exposure through NRPA and NACO publications. Greg Mack complimented Margie for organizing the nomination review process. Margie recognized the participation by committee members John VonDeLinde, Greg Mack and Paul Mueller, with special recognition to Paul for traveling to Minnesota for the nomination reviews. Margie noted that all nominating agencies must be members of NACPRO and that three applicants had become members through this process. Recognition is sent to all nominees. The Awards Committee recommended the establishment of two additional award categories: a planning award and a service award.

**Bill Palmer moved, seconded by Renee Bahl, that a planning award and service award be added to the NACPRO Award Program categories. Motion carried.**

### Membership

Dan Gooch provided a membership report (see attachment) noting that general membership is 160 which compares favorably to most past years. There are currently 29 corporate members. The board discussed the challenges of recruiting and retaining members. Some of the specific strategies were discussed including articles in trade magazines, certificates of membership, affiliate recognitions and booths at NRPA and NACO conferences. John VonDeLinde suggested that the membership chair report back to the board at the fall meeting regarding initiatives to recruit and retain members.

### Nominating

John VonDeLinde reported that there are two vacancies on the 2008-2010 Board of Directors due to resignations or retirements. He indicated that he had spoken with Todd Graeff of Coconino County and Mark Denny of Orange County and both expressed interest in serving. In addition, it was suggested that Mike Meters of Johnson County, Kansas be considered in the future.

**Paul Mueller moved, seconded by Margie Walz, that the Board forward the names of Todd Graff and Mark Denny as nominees for the Board of Directors for consideration at the annual meeting. Motion carried.**

### Audit

John VonDeLinde reported that Bob Nickovich has contacted auditing firms for estimates to audit the association's financial records. Dan Gooch indicated that it would be desirable to have an audit that, minimally, covers the years he has served as executive director. It was the consensus of the board members that an audit is appropriate.

### Internet

John deBessonnet reported that the NACPRO's website has received over 106,000 visits since it was launched. The Board has appropriated \$1,000 for a website redesign. Margie Walz distributed copies of the proposed website design. The design represents a new look and feel that can be modified using a content management software. The format provides templates that can be customized. Information provided under various categories can be modified on a regular basis in order to keep the website fresh. The format also accommodates special features on member agencies as well as corporate sponsors. The timeline for launching the new website will be following the fall meeting in Baltimore. The board thanked John deBessonnet for his work in developing the initial website and managing it on behalf of NACPRO. The board also extended their gratitude to Margie and John for their work on the new website.

### Endowment

John deBessonnet provided an update on the NACPRO endowment including a brief history (see attachment). As of July 2008, the endowment fund balance is \$2,009.05. The fund is invested in a certificate of deposit. Bill Beckner suggested that the committee consider establishing a financial mechanism which would provide regular contributions to the endowment, such as a percentage of the corporate membership fee. It was also suggested that a PDF-compatible brochure be designed that will be available on the new website when launched in fall 2008.

### Newsletter

Dan Gooch reported that two newsletters had been electronically distributed so far this year with the next one anticipated around August 15<sup>th</sup>. The budget calls for a fourth newsletter to be electronically distributed and mailed around December 15<sup>th</sup>. The Board members complimented Dan on the quality of the newsletters.

### Historian

Dan Gooch reported that he has been reviewing historical documents and asked board members to search their files for critical documents that would be of value to the association from an historical perspective. Bill Palmer stated that he had a file cabinet with documents dating back to the beginning of the association. Dan and Bill agreed to coordinate transfer of these historical documents.

### NACO

John VonDeLinde reviewed a written report prepared by Andy Kimmel (see attachment). He reported that Abigail Friedman, the NACO staff liaison to NACPRO, will be replaced by Carrie Clingan. Bill Beckner acknowledged the extraordinary work Abigail Friedman had done to keep NACPRO connected with NACO activities.

### NRPA

Bill Beckner reported on the upcoming NRPA Congress scheduled for Baltimore, MD. He noted that NACPRO is involved in approximately 35 program

offerings. Bill also reported that CBS will be airing a tribute to parks and recreation during its Monday morning program scheduled for July 14<sup>th</sup>. The show will include an interview with NRPA's Executive Director, Barbara Tulipane. John VonDeLinde recognized Bill Beckner for his outstanding service to NACPRO as liaison to NRPA.

#### NRPA Agency Accreditation

Greg Mack, a member of the Commission for Accreditation of Parks and Recreation Agencies (CAPRA) reported that as of March 2008, there were 73 accredited agencies. Eight (8) additional agencies have completed their self-assessments for accreditation in October 2008. He reported that NRPA had hired Michael Hamm & Associates to perform an assessment of the agency accreditation program. The assessment found that the program is highly valued but offered specific recommendations in order to advance the program. As a result, CAPRA has set up three committees: Marketing and Promotion; Policy, Finance and Administration; and Barriers to Participation.

### VIII. PRESIDENT'S REPORT

John VonDeLinde highlighted goals and accomplishments during the past year. John recognized Dan Gooch for his outstanding work as Executive Director.

### IX. ADMINISTRATIVE REPORT

Dan Gooch highlighted the administrative activities (attached is the executive director's Administrative Report). Dan noted that the IRS filing required additional staff time. John VonDeLinde recommended that NACPRO pay Dan an additional \$1,000 for the additional filing. Dan accepted the \$1,000 and immediately pledged \$500 to the NACPRO Endowment.

### X. OTHER BUSINESS

#### Membership Mailing Lists

A question was raised about corporate membership benefits and whether corporate members were eligible for membership lists. Dan responded that the

current fee structure includes an additional \$200 for a membership list. Board members suggested that a comprehensive package that includes access to mailing lists, may be more attractive to potential corporate members.

John VonDeLinde asked that the membership committee come back to the Board at the fall meeting with a comprehensive pricing package for corporate services.

Number of Board Meetings

Paul Mueller raised the question of whether NACPRO should schedule a third Board meeting each year presumably in connection with NACO or NRPA meetings. If a third meeting were scheduled, he suggested that Board members could continue in good standing if they participated in two of the three meetings each year. It was the consensus of the Board members, given the financial constraints of travel, to maintain two meetings per year. There was additional discussion about using teleconferencing to conduct a "green" meeting related to specific issues requiring board action.

XI. ADJOURNMENT

John Buck moved, seconded by Russ Guiney, that the meeting of the Board of Directors be adjourned.

Respectfully submitted,  
Greg Mack, Acting Secretary