

NACPRO Meeting Notes

Teleconference Meeting

January 28, 2013

2:00 pm CST

Present: Andy Kimmel, Larry Blackstad, Maureen Snelgrove, Scott Bangle, Greg Mack, Joe Matthews (for Russ Guiney), Bill Mitchell, Steve Madewell, RJ Cardin, Gary Barth, Bob Nickovich, Margie Dahlof, Brenda Adams-Weyant

Approval of Minutes from October Board Meeting

Motion by R.J. Cardin, Seconded by Andy Kimmel to approve the minutes from the October 16th Board Meeting. Ayes All. (Steve Madewell abstained)

President's Report – (Mark Denny)

- None

Association Manager Report (Brenda Adams-Weyant):

- Membership Renewals
 - One half of the 2012 members have renewed – ahead of 2012 pace.
 - Several members requested new invoices
 - The cut off for members to continue benefits will be around March 1
- 2013 Draft Budget (see attached)
 - Recommended budget included in Board packet and was based on past Board discussion and direction during November 2012 meeting.
 - **Motion** by Larry Blackstad, Seconded by Bob Nickovich to approve the NACPRO 2013 recommended budget. Ayes all.
 - As previously authorized by the Board, the contract for Association Management has been finalized for 2013.

Treasurer Report (Brenda Adams-Weyant)

- Budget status covered under Association Manager report located in same attachment as recommended 2013 budget.

Annual Meeting

- The summer meeting will be held in conjunction with the Special Park District Forum June 9-15 in Vancouver – Victoria, Canada. The NACPRO reception scheduled for Friday, June 14th from 5:00 – 6:00 pm – in the hospitality suite at the conference hotel. NACPRO will provide free drinks and finger food. This is being offered to provide an opportunity for networking and promoting NACPRO.
- Bob Nickovich suggested that Board members try to get together for a dinner and informal meeting. Depending on whether there is a quorum or not – the business of elections is generally handled at the Annual summer meeting.
- Scott Bangle suggested that an alternative would be to hold a virtual annual meeting via telephone conferencing.
- Steve Madewell asked if Canadians or other international professionals could be members of NACPRO. Margie and RJ responded that the By-laws do not prohibit international membership.
- The Annual Awards program is being held during the NRPA Congress – NACPRO meeting in Houston in the fall.

Committee Reports/Business

- **Legislative: (Joe Matthews)**
 - Joe reported that that nothing has changed in the NACPRO legislative platform.
 - Scott Bangle inquired about a California bill of rights proposed legislation that allows homeless people to sleep in public parks. He was inquiring whether this was or could be a national trend.
 - Larry Blackstad reported that NRPA was pushing hard on the Urban Parks issue and wanted to make sure that special district's would be included in proposed legislation.
 - Steve Madewell reported that he would be attending the NRPA Legislative Forum and would be available to coordinate NACPRO interests with NRPA.
 - Board members requested that the platform be placed on the February meeting agenda.
- **Awards: (Scott Bangle)**
 - Brenda and Scott have met and developed a revised procedure for handling award submittals.
 - All award applications will be submitted electronically directly to Brenda.
 - The Awards program timeline is being revised in consideration of holding the Awards Program at the fall NRPA Congress in October, 2013.
- **Membership:**
 - Deferred – report included in Association Manager report
- **Corporate Membership (Maureen Snelgrove)**
 - Committee Members Maureen Snelgrove, Steve Madewell and Brenda developed a draft corporate membership/sponsorship level and benefit matrix for Board member review and consideration (**attached dated 1/11/13**).
 - Margie expressed a concern regarding an “advertising on the web site” commitment until the website is modified.
 - RJ suggested that there may be value to corporate members to have information about bid offerings from NACPRO agencies.
 - Board members identified the need to define what “interact with NACPRO Board Members” will mean – i.e. on the park tour, other?
 - The Board recommended a few items be modified and a final draft recommendation be reviewed at the February meeting.
- **Website (Margie Dahlof and Brenda Adams-Weyant)**
 - Brenda still plans to research a new website development option including a software solution for membership renewals and better opportunities for advertising features.
- **By Laws (Margie Dahlof)**
 - Margie will review election process and discuss at the February meeting.
 - Margie was asked to double check on membership availability to international professionals.
 - Brenda plans to review the By Laws. As a newcomer to the organization, she can provide fresh insight.

Liaison/Affiliate Reports

- **NACo**
 - Brenda reported that 5 agencies responded to James Davenport's SWOT analysis request.
- **SORP (Maureen and Brenda)**

- Conference registration has opened and announcement emailed.
- **CAPRA (Scott Bangle)**
 - Scott submitted a report providing a status of the CAPRA program. He reported that 7 NACPRO members are currently accredited.
 - He asked that the website be updated to note which members are accredited.
 - Margie reported that Three Rivers Park District, MN will be submitting its preliminary application.
- Steve Madewell mentioned his work with the Sustainability + Re: Footprint (SRF) Collaborative, a US Fish and Wildlife Service outreach program that seeks to bring professionals together across public and private industry and communicate a bipartisan message to encourage resource conservation. He will be putting together a short description to share with the board and membership.

Adjournment

Motion to adjourn the meeting made by RJ Cardin and seconded by Gary Barth, ayes all.

Meeting Adjourned at 2:51 pm CST. Next Meeting – February 25th.

January 14, 2013

To: NACPRO Board of Directors
From: Scott Bangle, CPRP, Vice President
Subject: CAPRA Report - January 28, 2013 Board Meeting

This report summarizes the major activity for the Commission for Accreditation of Park and Recreation Agencies (CAPRA) through December 11, 2012. Should additional information be required, please contact me directly at sbangle@RivCoParks.org or at 951-955-4310.

The 2013 NRPA Conference will be held in Houston, Texas. The Commission is scheduled to review 17 preliminary applications and 16 re-accreditation applications during the conference. The potential list of applications includes two NACPRO agencies: Metropolitan Park District of the Toledo Area (re-accreditation) and Riverside County (initial accreditation).

It should be noted that the Commission is currently reviewing standards that may have an impact on NACPRO members. The standard review process will include surveys, call-in meetings, and focus groups. A final recommendation report will be prepared and the Commission will discuss the findings in March 2013. Should standards be revised, any agency considering accreditation will be required to adhere to the new standards, effective September 2015. Additional information will be provided when available.

STATISTICS

Accredited Agencies: 108

Withdrawals: 2

Preliminary Applicants: 25

Prospect Agencies: 35

County Agencies: 18

District Agencies: 6

NACPRO Accredited Agencies: 7

- Howard County, MD - **2017**
- Johnson County, KS - **2014**
- Maryland National Capital Parks, MD - **2014**
- Metropolitan Park District, OH - **2013**
- Miami-Dade County, FL - **2015**
- Ramsey County, MN - **2014**
- San Diego County, CA - **2016**

Actual Income and Expenses Compared to Budget
1/23/2013

	Actual 09	Actual 10	Actual 11	Proposed 12	Actual 12/31/12	Budget 13
Cash Carried Forward	27,286	28,342	26,766	20,933	18,592	23,095
Endowment Carried Forward	2,554	2,554	2,590	2,621	2,598	2,620
Revenues:						
Dues:						
General Membership	9,845	8,270	7,670	8,500	11,895	11,400
Corporate Membership	2,950	2,000	325	1,000	1,550	2,500
Web Advertising	1,400	900	800	1,300	2,750	1,750
Award Application Fees	1,950	2,700	1,700	1,800	2,450	2,200
Conference Registration						
Workshop	380	280	350	350	425	0
Banquet	2,145	1,820	2,000	2,000	1,820	1,946
Tours:						
Summer Tour	1,625	1,105	1,625	1,700	1,625	0
Fall Tour	1,300	0	0	0	0	1,495
Board Meal	0	0	0	0	0	0
Interest to Endowment	45	36	0	40	22	18
Donations to Endowment	0	182	0	0	0	0
Grants			0	0	0	0
Sponsorships	900	600	750	800	3,750	3,000
Misc.					0	
Total revenue:	\$22,541	\$17,993	\$15,220	\$17,490	\$26,287	\$24,309
Expenses:						
Administrative Services	8,400	8,400	6,300	8,400	9,900	12,600
Awards program/banquet			4,912	5,000	5,292	5,110
Bank Charges	0	0	5		0	0
Corporate Filing	13	13	0	20	165	0
Credit Card Clearing	712	800	497	600	708	485
Educational Programs	20	68	1,089	200	333	0
NACo, NRPA Board Liaison	0	0	655	500	0	0
Newsletter	2,000	3,000	2,000	3,000	0	0
Office Supplies	74	0	0	200	103	75
Postage, Mailing	562	0	0	300	98	75
Printing	0	0	0	0	445	300
Scholarship	0	0	0	0	0	0
Telephone			0	0	66	70
Tours	1,449	1,455	1,099	1,500	2,448	1,613
Travel and Mileage	1,848	1,426	1,689	2,500	2,113	1,200
Website	611	244	45	200	83	2,000
Contingency	1,965	20	0	200	0	
Total Expenditures	\$20,939	\$19,533	\$18,291	\$22,620	\$21,754	\$23,528
Income less Expenses	\$1,602	-\$1,540	-\$3,071	-\$5,130	\$4,534	\$781
Operational Balance Yearend	\$28,342	\$26,767	\$27,563	\$15,803	\$23,095	\$23,876
Endowment Balance Yearend	\$2,554	\$2,589	\$2,590	\$2,669	\$2,620	\$2,638

payNACPRO Sponsorship Matrix
1/11/13

A proposal to adapt corporate membership to an annual sponsorship model that offers increasing levels of engagement and cost.

Benefits	Lapis \$300	Opal \$500	Garnet \$800	Topaz \$1000	Diamond \$2000
Listing on the NACPRO vendor web page	YES	YES	YES	YES	YES
Access to the NACPRO Membership List	YES	YES	YES	YES	YES
Publish articles in our biweekly e-newsletter	YES	YES	YES	YES	YES
**Subscription to our bid advertising service	YES	YES	YES	YES	YES
Home page web ad		3 months	6 months	9 months	12 months
E-Newsletter Ad		3 months	6 months	9 months	12 months
Have input on legislative issues that NACPRO supports		YES	YES	YES	YES
Special recognition at our educational classroom and field sessions.		YES	YES	YES	YES
Special recognition at the annual awards banquet			YES	YES	YES
Attend NACPRO educational sessions, tours and awards banquet for opportunity to interact with park professionals				YES	YES
Opportunities to interact with the NACPRO Board				YES	YES
Sponsorships are tax deductible to the extent permissible by law.	YES	YES	YES	YES	YES
Customized benefits – we will work to accommodate your interests	YES	YES	YES	YES	YES

** New service that we could easily accommodate through an email subscription.