

Pennsylvania Recreation & Parks Society, Inc. District 2 Executive Committee Meeting

Minutes for Friday, August 28, 2009

CALL TO ORDER

An Executive Committee (EC) Meeting of the Pennsylvania Recreation and Park Society (PRPS)—District 2 was held on Friday, August 28, 2009, at the York Township Recreation Department's Park Building at York Township Park. President Tammy Agesen called the meeting to order at 12:11 p.m. A quorum was established with the attendance of the following officers:

District Officers in Attendance:

Tammy Agesen, President
Debra Hatley, Secretary
Tracie Suydam, Treasurer
Margie Lewis, Past President
Eric Stauffer, Representative

Lancaster County Parks and Recreation
York Township Recreation
Lancaster Recreation Commission
Manheim Township Recreation
West Shore Recreation

District Officers Absent:

Christine Kaufman, President-Elect
Kirk Rakos, TR Representative
Tiffany Metzler, Representative
Gwen Loose, Representative

Spring Garden Township Parks and Recreation
Masonic Villages
Mechanicsburg Area Parks and Recreation
York County Rail Trail Authority

MINUTES

Margie moved to approve the minutes from the April 17, 2009, Executive Committee meeting. Tracie seconded the motion. The motion carried.

PRESIDENT'S REPORT—Tammy Agesen

See submitted report for full report.

PRPS Board Meeting—On the submitted report, Tammy corrected the next meeting date of the PRPS Board. It should read September 16, not September 15.

Open Representative Seat—Tammy also reported that she had contacted Molly Hetrick with Centre Region Parks and Recreation regarding the open Representative seat. Molly stated that she would be unable to serve.

TREASURER'S REPORT—Tracie Suydam

District 2 Checking Account—Tracie stated that all is in place to open the District 2 checking account with PNC Bank. The district will need a minimum \$100 dollars to open the account. Eric stated that we should have close to \$100 coming from the May 16 volunteer day at Hersheypark. Other volunteer days will provide more start up money. This money will originally go to PRPS. The district will then request a check to deposit into the district checking account. The board approved the opening of the checking account.

2009-2010 Budget

- Tracie reported that the PRPS fiscal year had ended in June and that no money had been deposited since then into the District 2 account. She questioned the \$25 referenced in the April 17 minutes. She stated that it appeared to not have been deposited in the previous budget. Debra stated that she thought she had given the money to Kim Woodward at the April 17 meeting for deposit. Tracie will follow up on this with PRPS.
- Tracie stated that she had attended the PRPS Budget Meeting. The PRPS Board approved the budget and it did include raises for state office personnel. District 2 has an expense line of

\$1,000 and a revenue line item of \$1,000. However, once we have the checking account, the district will pay for its expenses from the checking account.

2009 State Conference—Tammy reminded all that the financial statement provided in April showed that District 2 expenses for the social had been taken from the district line item, but the revenue had gone into the conference fund. The expenses should have been taken from the conference budget. Tracie will follow up on this to get a corrected final year end statement.

COMMITTEE REPORTS

Education: Kirk Rakos and Tammy Agesen

Winter Meeting—Tammy reported that she and Kirk were going to meet in September to begin planning the Winter Workshop. They hope to do some educational classes incorporating the Wii system into them. Kirk is also checking on the possibility of holding the event at York College.

Socials: Christine Kaufman and Tiffani Transue

Spring Baseball Social—Debra reported for the committee that the spring baseball social did not make.

Fundraising: Eric Stauffer and Tracie Suydam

Hersheypark Volunteer Days—Eric stated that he had sent out through PRPS the new volunteer dates provided by Hersheypark. These dates now go into October. For the new fiscal year, the district has had volunteers work and/or commit to work on 6 separate dates (see attached report). This does not include the May date, which was in the last fiscal year. The anticipated amount from the August-September dates is \$336. Recognition at the Holiday Luncheon was discussed for all those who have volunteered for this fundraiser.

Recruitment: Tiffany Metzler and Debra Hatley

No Report.

Debra asked if the Education Committee would like to have assistance from Recruitment with the Winter Workshop regarding trying to involve more students in the event. Tammy indicated yes.

Nominations/Elections: Margie Lewis and Gwen Loose

Upcoming Elections—Margie reported that all officer positions, except President, would be open for nominations. This includes President-Elect, Treasurer, and Secretary. The elections will need to be at our Winter Meeting or in March. Margie will coordinate a call for nominations through either PRPS or the District 2 Executive Committee.

LEAD Program: Debra Hatley

No Report.

Governmental Affairs: Margie Lewis

Pennsylvania State Budget—Margie reported that there was concern regarding the funding of various grants because of the current situation with the Pennsylvania State Budget.

UNFINISHED BUSINESS

District 2 Checking Account—See Treasurer's Report.

Fundraising Opportunities with Barnstormers (Kirk) / Revolution (Christine)—Eric stated that he would follow up with a Christine and Kirk to see what they had found out about the various opportunities available with each organization.

Agendas for Upcoming Meetings—Agenda items should be forwarded to Tammy by 12 noon the day before the meeting.

Meeting Attendance Notice—Tammy requested that any board member not able to attend a meeting should forward a committee report to her by 12 noon the day before the meeting.

NEW BUSINESS

Winter Meeting—Tammy requested any ideas anyone had for sponsorships for the Winter Meeting to be forwarded to her or Kirk.

January and February Meeting Dates:—The following meeting dates were added to the calendar:

- January 8—Executive Committee Meeting at 12 p.m. hosted by Lancaster County Parks and Recreation.
- February 19—Executive Committee Meeting at 12 p.m. hosted by West Shore Recreation.

New Executive Committee Photo—A new photo is needed for the PRPS website. A photo will be taken at the next meeting.

Providing Information to PRPS—PRPS would like to have as much information about district events as possible to post on the website. Debra will send minutes and calendar information to PRPS as needed.

NEXT MEETING

The next Executive Committee Meeting is scheduled for Friday, October 2, 2009, at 12 p.m. hosted by Manheim Township Parks and Recreation.

ADJOURNMENT

A motion to adjourn the meeting was made by Eric Stauffer and seconded by Margie Lewis. The motion carried and the meeting was adjourned at 12:53 p.m.

Minutes Respectfully Submitted by: Debra Hatley, District 2 Secretary