

CRPA Executive Board Meeting Motions/Adopted Policies 2008			
Date	Content Area	Motion	Adopted Policy
1/15/2008	Executive Session	Frank Cooper made a motion to give John Silsby the authority to negotiate arrangement regarding Alison Harle's H1-B Visa \$2,000 legal fees. Some discussion was held. Don MacInnis seconded. All in favor.	N/A
	Resignations/ Appointments	Debbie Gatto made a motion to appoint Frank Cooper to the Executive Board to replace Barbara Kasbarian for the remainder of her term on the Board. Paul Norris seconded. All in favor.	N/A
2/19/2008	New Business - Special Meeting	Debbie Gatto made a motion to have special meeting on March 19 th , 2008 at 12:30 p.m. Mary Hill seconded. All in favor. The meeting will be preceded by lunch with the CRPA Conference Committee.	N/A
	New Business - Awards Committee	Marc Blanchard made a motion to approve the recommendations of the awards committee for the Public Service and Facility of Merit Award. Jay Cohen seconded. All in favor.	<p>Public Service Award: The Nominee shall be an individual elected or appointed to public office, at any level of government, who has provided unselfish service for at least three years in the interest of parks, recreation, conservation and/or community services. The application for the Public Service Award will be submitted in the form of a brief bio by the nominee that would include length of time in their given position, what state/town/city/area the individual represents and why he/she should be selected. As well as any other pertinent information including specific causes they have supported and advocated for on behalf of the parks and recreation profession. The Awards Committee will be responsible for taking into consideration the level at which the nominee is at (federal or local) and their accomplishments and will decide accordingly on winners. Therefore, a local official will not be compared to a Federal official.</p> <p>Facility of Merit Award: Will be presented annually to a parks and recreation department who has renovated or developed a recreation amenity. The director of the department must be a current CRPA member. The information to be included with the Award Nomination Form is listed below. The nominator may wish to provide this written information on a separate piece of paper or as an attached resume from the nominee. In order for the Awards Committee to consider the nominee for the chosen award, the nominator should review the awards criteria for additional information to be included. Selection Criteria:</p> <ul style="list-style-type: none"> • Completed within the last 2 years • Project overview • Designing and planning • Priority of need • Increase in recreation opportunities (types of use and accessibility should be included) • Local commitment to the project (public involvement, funding sources) • Innovation and creativity • Please include photographs, newspaper articles or any other material that you feel are relevant in considering your nomination • The monetary value of the project is not a determining factor
	New Business - Hall of Fame	Jay Cohen made a motion to endorse the idea of a Hall of Fame and take the necessary steps to form a committee. Ruth Plummer seconded. All in favor.	N/A
3/18/2008	Treasurer's Report - Budget	Don MacInnis made a motion to keep the balance of the Bank of America Savings to total \$5,000. Cheryl Hancin seconded. All in favor.	N/A
	Unfinished Business - Excess Funds	Bill Houle made a motion to accept the "Annual Net Profit Disbursement Policy" proposal of the Finance Committee. Marc Blanchard seconded. All in favor.	At the end of each fiscal year, if there is a financial net profit, 75% of the net profit will be transferred to the reserve account. 25% of the net profit will be put in the capitol improvements account. The capitol improvements account can be used for projects, equipment or anything that is presented to the Finance Committee and then approved through the Executive Board. Unused Capitol improvements account funds are held in that same account to roll over each year in that line item. The Executive Board cannot spend money out of the reserves bringing it below 50% of the operating budget, unless expenditure is deemed a financial emergency. A financial emergency is decided by the Executive Board with nine (9) favorable votes to pass. In the case of a financial emergency the president will call a meeting of the Executive Board and the Finance Committee will make a recommendation of appropriation of reserves to the emergency expense. The Executive Board will vote, and a vote will pass with nine (9) favorable votes. In any other case spending out of the reserves will require 30 days notice given to the Executive Board through the Finance Committee. A vote will pass with a majority in favor of the vote.
7/15/2008	Unfinished Business - Citezen Board Member	Mary Hill reported that the committee met and the recommendation of the committee is to amend Article IV, Officers, Section 1c of the Connecticut Recreation and Parks Associations By-laws to read "Qualifications for the office of Member-at-Large are a member of the Association in good standing." Paul Norris made a motion to amend the Bylaws and Bill Houle seconded.	A ballot for voting on the Bylaw amendment, which will take place at the August 1 st meeting in Groton, will be sent via e-mail to the Executive Board.

	Unfinished Business - Lifetime Membership	Ruth Plummer made a motion to award Barbara Kasbarian Honorary Life Membership. Paul Norris seconded. All in favor.	N/A
8/19/2008	Unfinished Business - Board Vote	Paul Norris motioned to amend Article IV, Officers, Section 1c of the Connecticut Recreation and Parks Associations By-laws which reads "Qualifications for the office of Member-at-Large are a member of the Association in good standing and has two (2) years of experience as a full time professional."Section 1c.: Qualifications for the office of Member-at-Large are a member of the Association in good standing. Bill Houle seconded. All in favor.	N/A
9/16/2008	Treasurer's Report - Budget "09"	Jay Cohen made a motion to approve the 2009 \$415,980.48 balanced budget with matching revenues as presented. All in favor. (Frank Cooper abstained)	N/A
10/21/2008	Unfinished Business - Lifetime Membership	Debbie Gatto made a motion to give Don MacInnis a CRPA Lifetime Membership. Paul Norris seconded. Some discussion was held. All in favor.	N/A
	New Business - Work Visa	Paul Norris made a motion to begin the process for Alison Harle to obtain permanent residency and to cover all cost up to \$7,500. Debbie Gatto seconded. Anna Park, John Silsby, Bill Houle, Paul Norris, Mary Hill, Cheryl Hancin, Frank Cooper, Debbie Gatto, Ruth Plummer and Elle Noel were in favor (10). Marc Blanchard was opposed (1). Motion passed 10-1.	N/A
		Ruth Plummer made a motion that the finance committee report back to the Executive Board on how to fund this and where the money will come from. Mary Hill seconded. All in favor.	N/A
	New Business - Membership Software Package	Paul Norris made a motion that Alison Harle research the purchase of a membership software package for the CRPA office and report back findings at the January meeting to the Executive Board. Ruth Plummer seconded. All in favor.	N/A
12/18/2008	New Business - 2009 Executive Board Meeting Schedule	Paul Norris made a motion to accept the meeting calendar as presented. Jay Cohen seconded. All in favor.	Mary Hill indicated that the Board would meet on the 3rd Tuesday of the month at 9:30 a.m. in various locations with the exception of February (TBD sometime before vacation); April (during Legislative Day); June (in conjunction with the summer quarterly) and would not meet in July and August.
	New Business - LOY Award	Jay Cohen made a motion that the Legislator of the Year Award be separate from the Public Service Award and be chosen by the Legislative Committee. Some discussion was held. Jay Cohen, Cheryl Hancin, Bill Engle, Paul Norris and Elle Noel were all in favor (5). Anna Park, Ruth Plummer and Marc Blanchard were all opposed (3). Deb Gatto abstained (1). The measure passed five (5) to three (3).	N/A
	New Business - Policy Adoption	Paul Norris made a motion to adopt all policies indicated below. Some discussion was held. Ruth Plummer seconded. All in favor. <ul style="list-style-type: none"> • Audit and Audit Committee: Alison Harle reported that the audit committee could consist of a Past President not currently on the Board and 2 CRPA Members not currently on the Board. • Meeting Minutes • Public Records • Compensation 	See Policies on file in CRPA Office
	New Business - Membership Software Package	Jay Cohen made a motion to approve Alison's recommendation with a cap of \$7,000 and to transfer the funds from the appropriate line item. Paul Norris seconded. Some discussion was held. All in favor.	Alison Harle presented information, pricing and policies for the purchase of a membership software package for the CRPA office from netFORUM/Avecetra Team. The membership package would cost approximately \$3,000 per license for a 24 month period and Alison indicated 2 licenses would be needed. This includes waiver of the \$1,500 data transfer fee. The money or required to be paid up front. Additionally, Payflow Pro would need to be purchased in order to sync with the CRPA accounting system that uses Quick Books. The fee for this service would be a \$249 set-up fee and a monthly fee of \$59.95 for up to 1,000 monthly transactions.

Meetings called to order, Approval of Consent Agenda Items and Adjournments not included