

**CRPA Executive Board Meeting**  
**Tuesday, October 14, 2003**  
**CRPA OFFICE**

**In Attendance:** Robyne Brennan, Jason Cohen, Ray Favreau, Mary Hill, Jerry Lokken, Don MacInnis, Alex Palluzzi, John Silsby, Diane Generous

**1. Welcome:** R. Brennan called the meeting to order at 9:10 a.m.

**2. Approval of Minutes:**

A motion to approve the minutes with correction of typing errors was made by J. Silsby . J. Lokken seconded. All were in favor.

**3. Guest,** Peter Shea, CPA, Castanho & Co., LLC – not present, will attend next meeting.

**4. Financials:**

D. Generous distributed the Balance Sheet, the Profit and Loss sheet and the checking account balances. The Lake Compounce close out figures were shared with the Board. It was reported that membership numbers are low.

**5. Standing Committee Reports:**

- a) Conference 2003 – Met on Oct 2, 2003. The recruitment of delegates, sponsors and vendors is the primary focus of the committee. Fran Mainella has confirmed her keynote address. Diane and John have met with Steve Aird, Marketing Manager of the Mohegan Sun, to finalize next year's conference. Mary Hill will be the 2004 Conference Chairperson. As of today's meeting there are 50 delegates registered for the conference. The schedules for the luncheons have been set. F. Mainella will receive an Honorary Membership to CRPA
- b) CEU Program/Quarterly Meetings –Fall Quarterly had a huge response. Winter Quarterly scheduled for January 29 in Wallingford.
- c) Hotshots – Sean Dwyer will be meeting with Dave Putnam
- d) Hershey – The CT Sun Basketball team will be involved again next year more at the local and state level
- e) Camp College – no report
- f) Citizen Board/Professional – no report
- g) Aquatics – no report
- h) Entertainment Showcase – February 11, 2004 in East Hartford
- i) CRPA Today - no report
- j) Awards – no report
- k) Scholarships – March 31, 2003 – Sept. 20, 2003 round – no requests made. October 1, 2003 – March 31, 2004 round total available \$750
- l) Legislative – Preserve Land and Water Conservation Funding Alert.
- m) Certification Board – R. Favreau will attend the National Certification Board session in St. Louis at the National Congress. The next meeting is October 28, 2003.
- n) Professional Development – no report

**5. Old Business**

- Department of Labor – Debbie King's appeal in the amount of \$1,090.00. Hearing date Oct. 14, 2003 in Hartford, D. Generous will attend.
- Operations Manual –committee will be M. Hill, J. Silsby, P. Norris.
- Committee Development

- Trend Committee –
- Web-site Committee – Diane shared a proposal from ElectricSmarts.com regarding the redesign of the Web Site. Will look to get more proposals. We are still working with Ed Mini his monthly fee has increased.
- Financial Committee – no report
- Executive Board Phone List was updated
- Town of Wethersfield – R. Favreau is meeting with K. Bagley regarding Wethersfield's issue with Pre-School Programs. R. Favreau will be testifying at the October 30 hearing with the State. They are fighting this issue. D. Generous will also attend.

**6. New Business:**

- R. Favreau handed out a Terms of Employment and Personnel Guidelines Packet to board members to review for the position of Executive Director.
- October 21-25, 2003 National Congress in St. Louis

**7. Correspondence** – a letter from Fred Balet

**8. Adjournment** – Motion to adjourn the meeting at 11:20 am was made by J. Lokken, seconded by R. Favreau. All were in favor.

**Next Executive Board Meeting:**    Tuesday, November 18, 2003 – CRPA Office in Rocky Hill.

Respectfully Submitted,

***Mary Hill***

Mary Hill  
Secretary