

CRPA Executive Board Meeting
Thursday, July 15, 2003
CRPA OFFICE

In Attendance: Laurie Albano, Carol Cipriano, Jason Cohen, Mary Hill, Paul Norris, Ray Favreau, Don MacInnis, Mary McGuirk, Alex Palluzzi, John Silsby, Fred Balet, Diane Generous

1. Welcome:

Paul Norris called the meeting to order at 9:02 a.m.

P. Norris announced that there would be no August Board Meeting

He also would like everyone to provide goals that are separate from the Strategic Plan for the Board. He instructed M. Hill to put together a meeting calendar for the coming year.

2. Guest

Diane Generous was introduced as the New Executive Director of CRPA

3. Approval of Minutes:

J. Silsby made a motion to accept the minutes from the June Board Meeting. D. MacInnis seconded. All were in favor.

Report of items covered in minutes.

- R. Moss needs a recommendation regarding the date of the Entertainment Showcase – Board recommends February 12, 2004.
- NERC – P. Norris investigated issue on monies paid to NERC, he was informed that it is a scholarship fund directly to NERC.
- NRPA – potential budget cuts could involve regional offices. We do pay a membership due to NPRA as an association. We have settled the outstanding balance that we had with NRPA. It was recommended that we get something in writing regarding the waiving of this balance.
- Past Executive Director Labor Issues – we are still waiting on this process
- Contract with ADP has been signed, we still need to get some information to them from the CRPA Office. The NRPA Office will continue to handle payroll until September.

4. Financials:

Fred Balet reported. He reported that we are presently below \$2,000.00 owed to CRPA. The Balance sheet was handed out F. Balet stated that we were in good shape. George from Accountemps would be needed back one more time, to help train Diane in Quickbooks, everything else is done.

5. Standing Committee Reports:

- a) Conference 2003 – The Programming Committee met on July 10, 2003 to finalize the program. Ruth Plummer and John Silsby have been working on the Group Resume for the Mohegan Sun. Laurie Albano has been working to set up the evening social. Elle Randazzo and her committee has recruited an excellent agenda. There will also be a session presented by the Legislative Committee and mini-sessions covering a variety of membership services. J. Lokken is anticipating a draft

- promotional brochure by August 14th. The Chair of the Conference is planning on meeting with the New Executive Director to facilitate a smooth transition.
- b) CEU Program/Quarterly Meetings – Fall Quarterly has been set for October 9, 2003 at Mansfield with a tour of their new facility
 - c) Hotshots – working on finding a chairperson
 - d) Hershey – Approx. 3500 kids participated in 40 local meets. State meet was held on June 28 with nearly 400 participants. Improvements from prior year, streamlined the check in process and offered professional photographs of the event. Monday, July 14, 2003 the Regional Tam Selection met in NH. 21 kids from CT were selected.
 - e) Camp College – A report was submitted by Rich Henderson. There was over 400 camp staff in attendance. He thanked all of the presenters. Overall it went well. Things to change would be the snack and the medication course to be smaller. Windsor will continue to hold the Playground Camp College.
 - f) Citizen Board/Professional – P. Norris will continue to investigate the NERC/scholarship issue.
 - g) Aquatics – July 27 Lifeguard Olympics
 - h) Entertainment Showcase – discussed in welcome
 - i) CRPA Today – M. Hill will help Diane Generous with next issue.
 - j) Awards – no report
 - k) Scholarships – No report
 - l) Legislative – planning on having a session at State Conference
 - m) Certification Board – will be meeting today (7/15) after Executive Board Meeting
 - n) Professional Development – will getting CEU sessions for State Conference

6. Old Business (Fred Balet)

- Advertising – Does the Board want to consider selling “banner” (advertising) space on the CRPA website. Diane Generous will talk to Ed Mini regarding this.
- Cell Phone – Do not cancel. Cancellation fee is pricey leave to cancel in September when contract is done.
- CRPA database – work in progress
- CRPA Event Cost Sheet – work in progress
- CRPA Executive Director
 - The first interview was Thursday, June 26, 2003 (8 applicants/7 interviewed – 1 withdrawal). The second interview was on Monday, July 7, 2003 (3 applicants). Diane Generous recommended
- Friday Update Changes – being made
- Phone Line – CRPA Office needs a second telephone line – cots will be Investigated
- Six Flags New England - \$25,000 to be paid to Six Flags – F. Balet suggested that Diane Generous hand deliver and introduce herself.
- Vote on Insurance
 - State Conference Insurance (\$565.00) PAID
 - New Workman’s Compensation Package PAID
 - Original theft/Fire Package was \$1,300 with \$1 million liability – F. Balet has reduced that cost to \$500 (a savings of \$800/year) PAID

- 1991 Winter CRPA Today
Board to Review Advertising – close to 40 ads in this issue

7. New Business:

- ctparkandrec@yahoo.com - email address
Do we want to stay with Yahoo?
Who should be updating, etc.? The CRPA Office
J. Cohen will talk to Office staff regarding this.
- CRPA Certification Board – Need to set a schedule for this Committee. It needs to be a sub-committee of Executive Board. R. Favreau will start discussions at July 15, 2003 meeting with Certification Board to transition to communicating with the Executive Board.
- CRPA Office – there has been a request for donations from the membership for a microwave and refrigerator for the Office – no response. **D. MacInnis made a motion to purchase this items for the CRPA Office. C. Cipriano seconded. All were in favor.**
- Lake Compounce - \$15,000 PAID on July 1, 2003
- Mirelle Freedman
Will CRPA be suing Mirelle Freedman?
Received an invoice for \$770.21 from NRPA for M. Freedman for salary for 2nd quarter (w/e 4/4/03). This was her last week of pay.
- Monthly Meeting Agenda (Executive Board) – covered by P. Norris in welcome.

8. Closing Remarks:

Fred Balet made some remarks regarding CRPA. A heartfelt thank you was acknowledged by the Board to Fred for all the work he did during his time with us. R. Favreau made a motion that we pay Fred Balet for the full month of July, D. MacInnis seconded, all were in favor.

8. Correspondence – none

9. **Adjournment** – Motion to adjourn at 10:25 am. made by J. Silsby, seconded by C. Cipriano.
All were in favor.

Next Executive Board Meeting: Tuesday, September 16, 2003 – CRPA Office in Rocky Hill.

Respectfully Submitted,

Mary Hill

Mary Hill
Acting Secretary