



**NEWPRO Meeting
Thursday, March 21, 2019**

HOSTED BY:
Fox Crossing Parks and Recreation
2000 Municipal Drive
Neenah, WI 54956

**9:30am Networking & Refreshments
10:00am Meeting**

In attendance:

Amanda Geiser- Fox Crossing
Terri Vosters- Fox Crossing
Jim Kluge – Neenah
Steph Schott – Neenah
Kristine Butteris- Outagamie
Lindsay Hansen- Calumet County
Rob Way – Winnebago County
Vicky Redlin – Winnebago County

Kassandra Humke – Waupaca
Brenda Stumpf- Sherwood
Denise Larsen – Manitowoc
Ann Moeller – Green Bay
Emma Aumiller – Green Bay
Steph Schlag – Bellevue
Guest: Steve Lawrence, Keeper Goals

1. Call to Order

- a. Welcome –Amanda, Fox Crossing
- b. Introductions
- c. Host Report
- d. Presentation: Steve Lawrence from Keeper Goals

2. Reports

a. Park Section: Vicky Redlin:Next meeting is 3/22. Spring workshop has 41 in attendance, please remember to sign up. Make your nominations for professional of the year and young professional of the year.

b. Recreation Section: Adrienne Lacy- (Steph): YLW hosting region 2-contact Adrienne if interested. Steph will follow up and find out if just a location is needed or host and facilitation is needed. Jim stated that the playground workshop is for seasonal staff. Normally a speaker is brought in to teach games and activities for playground staff. Steph added that the WPRRA board has no allocated \$2,000 to each region and section for guest speakers and presentations. This money could be used towards this if the section would like too.

c. Aquatics Section: Melody Escoto (Steph): The goal is to have all nominations due at the same time from all sections. Please make nominations for aquatic section awards ASAP.

d. YPN Section: Adam Breest (Steph): There will be a mentor lunch in at the conference, please sign up; lunch will be free. Next meeting is at 2pm, 3/27.

e. WPRA: Steph Schlag:

- An annual operations calendar is being developed for Board members to more clearly see some of the expectations in each month of their leadership service.
- There will be a mandatory Board and Committee Orientation session held at the Annual Conference on Tuesday, November 5, 2019 between 5:30 and 7pm. It will provide an overview of the Operations Handbook and some basic helpful information for those in leadership positions. All current and incoming leaders are expected to participate.
- Public Policy Committee: The Public Policy committee has already meet once in 2019 and is planning their next meeting in March. They are developing a legislative agenda for 2019 and will be preparing the 2020 legislative agenda for introduction to the membership at the 2019 Annual Meeting in November. Region 2 committee member is Marty Kosobucki. Topics for consideration: Knowles-Nelson Stewardship Program, Land and Water Conservation Fund, Fund 80/School Districts, and Aquatic Permitting.
- WPRA Year End Financial Report as of 12/31/18: WPRA is in a very healthy fiscal state and the financial documents are more transparent than in previous years. Due to WPRA's healthy financial reserves, the Executive Committee has explored ways to prudently reinvest in the association for continued growth in line with its mission. Reimbursement requests for funding of up to \$2500 annually for each region to conduct quality regional events (\$2000 for 2019 since a portion of the year has passed). Any spending should be educational in nature with the effort of providing more continuing education credits to members.
- 2019 Membership: There are currently 807 renewed members for 2019 compared to a total of 1,223 in 2019. Different ideas for incentivizing renewals of membership were discussed.
- Formally members were restricted in what sections they chose to align themselves with when renewing/joining. This no longer applies and there are no limits to which Sections a member may select.
- Commercial Member Meeting Hosts: To be inclusive of all membership types, any Agency or Commercial member will be invited to host events of WPRA. The office will develop a policy for hosting event to be implemented in 2019.
- There will be a strategic planning retreat following the Board of Directors Meeting scheduled for Tuesday 8/27 in Region 4. The goal will be to develop a 3-5 year plan. Information will be solicited from the membership for informational purposes, the participants will be comprised of the full Board of Directors.
- The WPRA website will be redesigned this year, with the goal to go live in August 2019.
- The Ticket Program will be comprehensively examined in 2019 for WPRA. One primary attraction representing over 50% of the revenue generated for WPRA was very difficult to communicate with for 2019 tickets. Potential changes to the future of the program may involve different types of ticket purchases (electronic), additional attractions, or possibly moving away from the association managing consignment sales of any sort. While it was a large income/expense line item, and generated over \$50,000 in

income in 2018, which has been declining annually, 2019 is the first year WPRA is no longer dependent on this revenue stream to continue operations. Formerly this income was needed to achieve a balanced budget, however this is no longer the case. Which allows the board to examine if this activity is well in line with the mission of WPRA, of benefit to members, and whether or not it should continue in its current or a modified state.

- A comprehensive salary study will be built into the 2020 budget due to multiple membership requests for this type of date and the fact that WPRA has not conducted one in years.

f. Conference and Spring Workshop Updates: Working on the socials for conference. Want to see a difference from previous years.

g. Other (Membership, Awards, nominations, etc.) None

h. NEWPRO Account Balance: Chad Hoerth : None

3. Discussion

a. Sharps containers in parks shelter restrooms or in recreation facilities...Does anyone have Sharps containers at their facilities? If yes, do you have them at all facilities or just the more popular areas? Is there a company that will drop off new containers and pick up used ones? Winnebago county, Green Bay, Bellevue have them in each park. Purchase a pack of ten and you can change them out every three years or so. Bellevue uses County Rescue to pick up needles. Winnebago county delivers to the nursing home.

b. RecTrac – who is using RecTrac and who has made the switch to 3.1 (and how was the process of migrating to the new system). Neenah stated that support for RecTrac will end in 2020. None else has updated.

c. Key Checkout Polices—how do you track/administer key checkout for fields and facilities. Neenah and Manitowoc both use check out forms for staff. They sign them and return upon completion. If a patron uses them-they sign the rental agreement. If the keys are not returned-their deposit is kept.

d. Memorial Programs—who is doing what (trees, benches, etc.)? Bring examples of brochures/info. Neenah did a study on how long does the recreation department maintain the memorial. DO you replace etc. Look into other things that can be memorialized besides a bench or a tree. Each community does case by case.

e. Special Events for 2019—what are you doing that is new or unique? Manitowoc has partnered with Collette. Brings in over a thousand dollars in revenue for each person. Neenah will be trying cardboard boat races at the pool. Bellevue would like to try the Daddy daughter hair workshop.

4. Adjourn: 11:45am

NEWPRO Meeting Schedule for 2019:

April 25 (note date): De Pere

May 16: Manitowoc

Sept 19: Winnebago County

October 17: Ashwaubenon

November: Annual Meeting: Wisconsin Dells

December 19: Neenah