**REC SECTION MEETING**

**MINUTES**

**December 5th, 2019**

10:00 am

1. **CALL MEETING TO ORDER**
2. **ROLL CALL:**

Greg Lamping; Past-Chair Present Chad Duerkop; Region 1 Absent

Bridgette Hermanson; Chair-Elect Present Adrienne Lacy; Region 2 Present

Troy Clarke; Chair Present Ben Dayton; Region 3 Present

Megan James; Sec./Treas. Present Maggie Anderson; Region 4 Absent

Erin Russell; TR Absent Dan Zeroth; CBRSD Present

Sandy, WPRA Present

1. **APPROVAL OF NOVEMBER MINUTES**

No minutes

1. **APPROVE AGENDA**

Greg motion, 2nd Bridgette

1. **OLD BUSINESS**
2. Rec Award Packet
	1. Need to ask permission to share all applicant’s info in a print document to be shared at the Annual Conference
		1. Can be added to application form
		2. Will want to meet with Aquatics on February 19 to confirm all details
		3. Possibly add to the application form, which Sandy with WPRA said this would be easy to add.
		4. Add disclaimer note of whether you win or not, all applicants info will be in the packet
3. Playground Workshop
	1. Possibly Webinar based –
		1. Looking at beginning of June for first workshop
		2. Have a flat agency fee ($50?)
		3. January 30th would be cut off if we were going to make this workshop, otherwise we will move forward with finding speakers to come into our regions
		4. Major concerns:
			1. Teaching staff best practices of working with behavioral challenges in participants.
			2. New game/activity ideas, but learning how to deliver them as well.
		5. Troy sending out US Games link as a free resource for behavioral management, and for games ideas.
		6. Troy will look into some webinar options, Sandy work with SAMI
		7. An idea to live stream, but how would people ask the questions and who answers the questions, narrates it, etc?
		8. Maybe use blackboard, or similar software? Bridgette will reach out to some staff at UW Whitewater to inquire some options.
4. **NEW BUSINESS**
5. 2020 Rec Section Manual – Troy made some updates to the one that he already emailed out to us. Will send updated copy.
	1. Contact Info

Make sure all is correct, let Troy know if any changes

* 1. 2020 Meeting Schedule – Per Sandy, the Oshkosh meeting on February 4th will be changed to Stevens Point and possibly the 19th? Sandy and Troy will update. Troy will send out calendar invites to all of us as well.
	2. Sub-Committee Assignments -
		1. Megan will chair conference sub committee, Adrienne will be a member
		2. Bridgette will chair awards
		3. Ben can chair playground workshops, Maggie will be a member
		4. Troy/Greg chair Spring Workshop,
		5. Bridgette help Greg with nominating
		6. Bridgette help with CBELS
		7. Megan can be a member for budget
		8. Fun Run/scavenger hunt needs to be added as a sub-committee to take place at conference. Greg and Megan can take the lead on this. Bridgette said Goose Chase is used at University, might be good to look into
	3. Troy added monthly to-do list for section at the end of the manual as well so it isn’t a separate attachment
1. 2020 Contact List

If you need to make changes to your contact information, let Troy know so he can update accordingly.

1. 2020 Budget Breakdown
	1. Fun Run/ Scavenger Hunt - $400
	2. Playground Workshops - $1,200
	3. Pre-Conference Workshop - $800 – if we bring a pre-conference speaker in outside of conference speaker fees
	4. Conference Speaker Budget (2020) - $7,500 – not including pre-conference workshops/speakers
	5. Silver Star Awards - $400 – for plaques, cost for 2019 plaques were $142 total
	6. Spring Workshop - $4,250 (split with Parks)
	7. Anticipated Income - $2,000 – based on playground workshops and spring workshops
2. Beer garden research/survey

Jake asked us to assess what agencies have beer gardens, how they are run, etc. and compile a comprehensive review of all state of Wisconsin offerings of this, whether it would be an opportunity for conference sessions in the future. Megan and Adrienne will take lead on researching and putting together findings to share.

1. **SUB-COMMITTEE REPORTS**
	1. BUDGET (Troy)

Nothing more than what was already discussed above

* 1. NOMINATING (Greg)

No report

* 1. RULES OF ORDER (Troy)

No report

* 1. SECTION AWARDS (TBD) – This year’s Section Awards went well, was well-attended, and people were taking notes on new ideas, which is what we like to see.
	2. UPDATE: One (1) programming award with joint oversight by the Aquatic and Recreation Sections to follow the current four (4) separate Silver Star category levels:
		+ 1. Youth Programming
			2. Adult/Older Adult Programming
			3. Special Events
			4. Creative Service Delivery/Marketing
	3. All submissions due the first Friday in May (PRO, YPRO, Silver Star, etc.)
	4. To-do list
	5. SPRING WORKSHOP (TBD)
1. New Structure
	1. Park and Rec split tracks for sessions
	2. We will be having longer sessions each day, so for example Thursday would be a 2.75 hour rec session, park tour, social, etc. Then on Friday, parks section would have the longer session, and Rec would break theirs up. Troy will send out draft schedule to all of us.
2. Topic/Speaker Ideas
	1. 9-11:45am on 4/23 (TBD)
		1. Need Speaker yet for this time
	2. 9:15-10:30am on 4/24 (Creative Fall & Winter Programming)
		1. Trying to come up with more ideas for fall and winter programming
		2. Think outside of the box and let Troy know of any ideas
3. To-do list
	1. Greg and Troy are looking for assistance on speakers
	2. ANNUAL CONFERENCE (TBD)
4. Recap/discussion (Rec Section pros/cons)
	1. We thought Rec Section Awards went well and was well attended. Some people were even taking notes, which is what we want!
	2. Social media session did not get great reviews, but overall speaker reviews were good
	3. It was a pain to move projectors from room to room, so would be nice to keep speakers in the same couple rooms. The WPRA Board is talking about renting projectors with the venue next year, so that will hopefully resolve that issue.
5. Speaker database
	1. Sandy is creating a database so that we can keep a list of speakers each year and what they presented. Sandy will send that information out when available to view.
6. To-do list
	1. Can start thinking of potential speakers for 2020 Conference
	2. PLAYGROUND WORKSHOPS (TBD)
7. Dates/Locations 2020 - TBD
8. To-do list: TBD
	1. CBRSD (Dan)

No report

1. **OFFICER REPORTS**
2. CHAIR (Troy)

Nothing more to report

1. PAST-CHAIR (Greg)

Again, just need some assistance with finding speakers for spring workshop as mentioned above.

1. CHAIR-ELECT (Bridgette)

No report

1. SECRETARY/TREASURER (Megan)

No report

1. **REGION/WPRA REPORTS:**
2. REGION 1 (Chad)

N/A

1. REGION 2 (Adrienne)

Have a meeting next week, so nothing to report at this time.

1. REGION 3 (Ben)

No Report

1. REGION 4 (Maggie)

N/A

1. WPRA (Sandy)

No report

1. **ANNOUNCEMENTS/OTHER MATTERS**

Motion to adjourn – Dan

2nd - Ben

1. **ADJOURNMENT**

January 9th is next meeting