**Oklahoma Recreation and Park Society**

**Board Meeting Minutes**

**Rotary Park, 1501 W. Boyd St., Norman, OK**

**January 5, 2017, 11:00 am**

**Board Members Present**: Jason Olsen, Chris Griffith, Joe Medellin, Sue Wood, Thor Rooks, Matt Hendren, Kent Dunlap, Teresa Irvin (phone)

**ORPS Executive Director**: Nicole Been

**ORPS Members:** Jeff Edwards, Jennifer Samford, Michael Bolgrin, Kelly Foster,

**Approval of Minutes**: tabled to next meeting

**Financial Report:**

Discussions about the conference income and expenses. Due to the large number of activities and members attending this conference, the budget needs to be adjusted to cover the extra expenses. Chris made a motion to move $5,000 from the T-bill to the checking account to offset the cost of the conference. Joe seconded the motion. ORPS will repay the $5000 in the T-Bill account over the next two years. The motion was approved.

**AGENDA ITEMS:**

Social Media and Website – Jean Heasley from Mustang has agreed to assist with the Facebook account. If members would like anything to go on Facebook, the information should be sent to Jean. The new website from Wild Apricot will be on line soon. The website will be easier for members to use and will have more advantages in communication, event planning, registration, and membership services. A few other groups that use the Wild Apricot site are SW Parks and Kansas Park and Recreation Association. The cost of the website will go to $70/month so there will be a need to adjust the budget.

A motion was made by Thor to approve the cost of $500 for the new Wild Apricot website and the monthly fee of $70/month. Chris seconded the motion. The motion passed.

**Events and Workshops :**

-AFO: NRPA and Knorr are working with ORPS to provide an AFO training in Broken Arrow on March 28 and 29, 2017.

-Midyear Leadership Institute will be held in Sand Springs on March 23, 2017. The Vice Presidents will be working with Chris to develop the day of sessions; Jeff Edwards mentioned there were several different sites in the area that could be toured if desired.

-CPSI: ORPS has the first right of refusal to hold this training. Jason is investigating options of having the training in Oklahoma. Jennifer Samford will be calling SW Parks representative Randy McFarlin to find out more information about the training. She will report on it at the next Board Meeting. Jason will find out more information about the NRPA/ORPS obligations.

-President’s Golf Tournament: This event will be held on May 12, 2017, in Norman. The cost will be approximately $42 person and will include a cart, round, and lunch

-CPR training: Two dates will be set for CPR training, Michael Bolgrin has set the dates during the spring and will be held depending on the need of ORPS members.

-ORPS Swims: Tabled until next meeting.

c. CPRP scholarships: 10 Scholarships for $200 will be available through NRPA for the CPRP Certification. Molly Sullivan is the NRPA contact. The ORPS Awards Committee will be working on this project and application process, Jason suggested using some funding from the scholarship fund to promote the CPRP certification opportunities. There was discussion about how the support can be given to members.

Kent moved to utilize $2000 of the Professional Scholarship Fund to support the 10 CPRP scholarships from NRPA. Joe seconded the motion. The motion passed.

Chris moved to approve up to $360 to purchase study guides for CPRP scholarship recipients to use. Kent seconded the motion. The motion passed.

d. 2017 Conference: The next Board meeting will be held in Ardmore so the Board Members can review the site.

e. ORPA: Tabled until next meeting after discussion with NRPA.

f. Bylaws: The changes voted on at conference will be going into effect on January 9, 2017.

**Officer Reports:**

**President Report:** Information was discussed previously

**Executive director:**

Nicole been discussed an opportunity to get a discount from the conference center for the 2017 conference if the dates could be changed.

Chris moved to change the 2017 conference dates to November 6, 7, and 8, 2017, to take advantage of the discounted price. Thor seconded the motion. The motion passed.

**Past president** – information was discussed previously

**President elect** – information was discussed previously

**Trustees** – no report

**VP updates** – no reports

**Committee updates:**

Safety: Michael Bolgrin stated the dates for CPR training will be May 5, 2017, Oklahoma City, and April 28, 2017, in Broken Arrow. Both trainings will be 9:30am to 3:30 pm.

**New Business:**

Jeff Edwards showed the board members the movie created using the maintenance rodeo video. It will be available for Facebook and the new webpage soon.

Jason presented the new 2017 ORPS budget information.

**Executive Session:**

Chris Motioned to take the meeting in to executive session to discuss Executive Director Contract, Matt Seconded the Motion. Motion Passed

Entered Executive Session 12:15pm

Executive Session Ended 12:45pm

Executive Session Agreement was to take action on Executive Director Contract

Chris moved to adjourn the meeting at 12:49pm. Kent seconded the motion. The motion passed.