

**MINUTES**  
**Texas Recreation & Park Society's Quarterly Board Meeting**  
Embassy Suites --- Frisco, TX  
Friday, August 7, 2009 9:00 a.m. - 1:00 p.m.

President Robert Armistead called the meeting to order at 9:01 am. The roll was called by Dr. Michal Anne Lord.

**Board members Present:** President Robert Armistead, President-Elect Monica Sue Walsh, Past President Doug Evans, At Large Directors Pam Nelson and Mike Schuett, Larry Offerdahl (Region 1), Jenn Gomez (3), Brooks Smith (4), Danny Castro (5), Janet Martin (7), Carl White (8), Scott Swigert (9), Tommy Harper (Commercial), Joseph Wiggs (MILS), Kevin Mitchell (POPS), Tomara Rock (Students) and Carol Lucas for Jackie Vaughan (TR). There were sixteen (16) members present, establishing a quorum for the meeting.

**Guests and Staff:** Sheila Walker (Awards), Marcy Jones (Institute Planning), Deidre Flores and Mike Levy (Student Development), Brad Griggs (Legislative), Mendy Marshall (2009 Institute Planning and History), Susan Eaves (History and past President of TRAPS), Abby Morales (Marketing), Andy Hesser (Publications); and Michal Anne Lord (Executive Director).

**Notification of Absences from:** Julie Adkins, Susan Gerred, Mark Lord, Stacie Talbert, Randy Truesdell, Jackie Vaughan-Williams

**APPROVAL OF MINUTES—May 6, 2008**

Monica Walsh moved to approve the minutes as written and presented. Carl White made the second. The motion passed unanimously.

**OFFICERS' REPORTS**

- **President** ... Robert Armistead thanked the Committee Chairs for attending and not that all committees were working or were about to initiate their work for the year. He acknowledged the work regional directors were during preparation of their various regional workshops/conferences.
- **President Elect** ... Monica Walsh expressed her appreciation of the effort to “go GREEN” (e.g. emailing the board packet and support materials). She noted that a letter had been submitted to the Gulf coast Directors Association, the Dallas-Fort Worth Directors’ Association and Region 2 and 3 Planning Committee re: providing scholarship for TRAPS members within the respective organizational jurisdiction to attend the 2010 TRAPS Institute and Trade Show in cooperation with Texas Parks and Wildlife and the Southwest Region of the National Recreation and Park Association (NRPA). The 2010 TRAPS Leadership will be January 29 in Austin at the Zilker Botanical Gardens Center.
- **Past President** ... Doug Evans reported that the DFW Directors Golf Tournament was very successful. He reported that TPW Commissioners Meeting would be held in Fort Worth on August 26<sup>th</sup> and that on 8/27<sup>th</sup> Tim Hogsett will be awarded a 30 year plaque.

**EXECUTIVE DIRECTOR'S REPORT**

- **Status** ... noted a written report and highlighted the progress related to:
  - 1) *IACET* ... becoming an authorized CEU provider ... initial application fee paid and guidelines received;
  - 2) *NIRI* ... everything is falling into place for NIRI in San Antonio; the San Antonio PARD folks have been fantastic in their support and willingness to “roll out the red carpet.”
  - 3) *MUSCO partnership* ... met with representatives to discuss possibilities for partnering; will have a follow up meeting sometime prior to budget FY2010 passage.
- **Financial Report** ... FY2009 Budget on target and TRAPS had received the preliminary FY2008 audit report. The official version would be presented at the fall meeting and the board asked to ratify the audit. Initial report puts TRAPS in very secure financial position.
- **Membership Report** (written) ... noted that membership was slightly down (4.7%) from April 2009; TRAPS hit an all time high of 2,320 members in March 2009. A membership survey has been created and is set up on Survey Monkey for TRAPS members to respond to; the committee’s goal is to have the survey distributed to members

towards the end of August. Data would be collected during September and analysis of data findings reported hopefully at the October meeting of the TRAPS Board of Directors.

#### **ACTION ITEMS**

❖ **2010 Institute ... Approval of Institute Budget etc.**

- Slide show overview: tours, asked to flip golf tournament to Tuesday and workshops on Wednesday
- Schedule to start Wednesday noon and end early afternoon on Friday ... most activities will be on site or within walking distance of conference center.

Brooks Smith moved to approve the 2010 Institute Budget noting amended schedule will potentially affect the budget. The motion was seconded by Tommy Harper. The motion passed.

❖ **Nominations/Elections - 2009 Slate ...** Monica Sue Walsh thanked the board and committee chairs for supporting and helping to surface potential candidates. She distributed a draft slate of candidates for the 2009 TRAPS Elections. Carl White moved to accept the proposed slate of TRAPS officers and directors; with a second by Larry Offerdahl. The motion passed. The Executive Director will work with President Elect Walsh to meet ballot distribution timelines etc.

❖ **Employee Health Benefits Package for FY2010 ...** The Executive Director thanked the board for their continued support of staff; and noted that staff recognized their good fortune in having health benefits. The Executive Director then presented a summary of the annual review process for TRAPS Employee Health Benefits. She noted key points from the five options and focused on the recommendations to the board:

- 1) **Stay with Humana ...** staff is will in got increase their deductible to stay within expense limits of the organization.
- 2) **Go to Blue Cross/Blue Shield S25 option** (Blue Cross Blue Shield was a former provider of TRAPS Health Insurance).

A motion was made to continue (renew) the existing/current Humana health coverage plan by Tommy Harper and seconded by Joseph Wiggs. The motion passed. It was further recommended that the Executive Director seek out information on cooperative options (insurance pools) for health coverage.

❖ **Personnel & Procedures Committee Report Approval ...** The board met in closed session to review the Executive Director's annual performance review. Kevin Mitchell made the motion to approve the Personnel & Procedures Committee's recommendation of a bonus for the review year (6/2008-5/2009). Carl White made the second. The motion passed. The Executive Director thanked the board and re-emphasized that she and the staff served the board and membership. The meeting returned to an open session.

#### **INFORMATIONAL ITEMS & COMMITTEE REPORTS**

❖ **Legislative Update ...** Brad Griggs called attention to the written report. He briefly reviewed the results/outcomes of the 81<sup>st</sup> Texas Legislature.

❖ **Student Development Committee** (written report) ... Deidre Flores noted that the major goal of the committee is to increase activity and provide services to all students from assigned universities. The committee has invited students to meetings of the Student Development Committee and other committees.

❖ **History Committee ...** Mendy Marshall distributed a report and highlighted some of their activities/plans. Currently there is page on the TRAPS website which requests members and readers to help recall and locate past leaders of TRAPS in preparation for the organizations 75<sup>th</sup> Anniversary. She asked that the board help pass the word.

❖ **Marketing & Promotions ...** Abby Morales noted that the committee was focusing on updating the web; assisting with keeping it current. She noted that the committee would serve as liaison with other committees to keep info fresh and relevant to members.

❖ **Awards ...** Sheila Walker stated that once again the 2010 award nominations would be electronic and in keeping with TRAPS and NRPA guidelines. The 2010 award formatting and hosting would be handled by TRAPS with some additional technological assistance.

❖ **Institute 2009 Report** – Dr. Lord distributed a hard copy of the *2009 Institute Evaluation & Summary Report*; and noted the financial success of the Institute and the fantastic turnout of vendors (150%). She also thanked the City of Austin Parks & Recreation Department for their outstanding support of the Institute and commitment to TRAPS.

❖ **NRPA Update** –Congress, TX Networking Hour options

Michal Anne Lord

#### EX-OFFICIO DIRECTORS' REPORTS

❖ **Texas Amateur Athletic Federation ...** No Report

❖ **Texas Parks and Wildlife Department ...** No Report

#### DIRECTORS' REPORTS

❖ **Region 1 ...** Larry Offerdahl reported that the Tri- regional workshop would be October 22-23 in Abilene. He highlighted activities and changes in a couple of cities e.g., Amarillo, Lubbock within the region.

❖ **Region 2/3** (written report) ... Jenn Gomez

❖ **Region 4** (written report) ... Brooks Smith stated that initial planning for rodeo (10/29) and workshop (2/4) were underway.

❖ **Region 5** (written report) ... Danny Castro stated that the Region 5/7 workshop will be November 13<sup>th</sup> in Schertz, TX. He also thanked all the folks helping with the Games of Texas.

❖ **Region 6** (written report) ... Stacie A. Talbert

❖ **Region 7** (written report in conjunction with Region 5) ... Janet Martin

❖ **Region 8 ...** Carl White dittoed Region 1's report and underscored Abilene's efforts in preparation for the Tri-Region Workshop and Maintenance Rodeo scheduled for October 22-23.

❖ **Region 9** (written report) ... Scott Swigert called attention to the written report, but noted that Midland/Odessa were doing more joint efforts e.g. sports leagues etc.

❖ **At-Large Directors ...** Pam Nelson, Randy Truesdell

❖ **Academic At-Large Director ...** Mike Schuett –How do we involve kids who are currently not using parks. And how to increase academia's involvement in TRAPS

#### BRANCH REPORTS ...

❖ **Athletics/Aquatics ...** No Report

❖ **Citizen ...** No Report

❖ **Commercial ...** Tommy Harper reported that networking had critical value for vendors; and that overall most vendors were happy with traffic at Institute 2009, although some were not happy with the "dead time".

❖ **Leisure/Aging ...** No Report

❖ **Minorities in Leisure Services ...** Joseph Wiggs reported that the site for the "*Leaders of Tomorrow ... What's the Plan?*" workshop scheduled for 10/23 has changed to the Ella Mae Shamblee Library in Fort Worth.

❖ **Parks Operation & Planning ...** Kevin Mitchell

❖ **Student ...** Tomara Rock stated that the branch was endeavoring to get the annual student retreat organized again. She also noted that she would graduate next week.

❖ **Therapeutic Recreation** ... Carol Lucas reported for Jackie Vaughan Williams that the TR Summit would be held at Camp for All (near Brenham) next week (August 18-21)

**OTHER BUSINESS**

Next meeting will be Wednesday, October 21<sup>st</sup> in Abilene, TX prior to the Tri-Region Maintenance Rodeo and Workshop.

**ADJOURNMENT**

A motion to adjourn was made by Kevin Mitchell with the second by Tommy Harper. The motion was passed unanimously and the meeting adjourned at 12:10 pm.



Respectfully submitted by:  
Michal Anne lord, Ph.D., CPRP, TRS/TXC  
Executive Director