



BOARD OF DIRECTORS MEETING SUMMARY

February 25-26, 2008

Long Beach, California

Below are actions of the CPRS Board of Directors at their meeting February 25-26, 2008. For further information, please contact your Region or Section Representative or a State Officer.

Item	Topic	Action Taken
1	Approval of Minutes of December 7, 2007 Meeting	The minutes were approved with the following amendments: Mike Shellito is "lead" with the Executive Review TF and numeric corrections were noted.
2	Evaluation of November & December Meetings	The Board reviewed the November and December meeting evaluations as submitted by Secretary-Treasurer Alcivar-McCoy. The Board agreed to be more strategic in helping the Districts & Sections understand their role in the organization by giving them tools to help them succeed. The Board felt that its education is important and should be scheduled on the agenda during the next year. The Board would also like to look at the current governance policies for relevance during its monitoring of the policies.
3	Review 07/08 Board Goals & Accomplishments	Mike discussed the results of the Board survey he had emailed to the BOD. Mike asked the Board to continually look at their job and assess how well they are doing it.
4	Approve Monitoring Reports Submitted via OurBoardroom™ (GP-4, GP-6, & GP-9)	Compliance to the Governance Process policies was approved. GP-9 was discussed in detail and the Board accepted the recommended changes.
5	Approve Amended Bylaws	No written protests were received from CPRS members regarding the proposed Bylaws amendments. The Board approved the Bylaws as submitted to the members. The Board discussed candidate requirements and approved the following changes to Article VII, Section 7.15.1 through 7.15.4: "Must be employed full time for at least 5 years and work permanently in the profession at the time of nomination."
6	Recommend Membership Survey Questions	Jane discussed the membership survey questions as submitted by the BOD Task Force. Board members pointed out that some questions were redundant and needed to be amended. Jane will submit the BOD generated questions to the survey consultant (Kerr & Downs) for his review and comment. A conference call will be set up to review his recommendations.
7	Evaluation of 07 District/Section Summit	The Board discussed the survey responses from the District & Section Summit in December. After reviewing the survey responses, the Board agreed on the following: <ol style="list-style-type: none"> 1. Schedule the summit for November/December 2. Expand the time from 10 a.m. to 4:00 p.m. 3. Keep the 1-day format 4. Focus on 1 theme 5. Include an educational component 6. Allow significant time for roundtable discussions
8	District/Section Relationships Task Force Status Report	The task force reported it held a conference call on 1/17/08 and the discussion focused on leadership retention/recruitment and that D/S board structure may not be effective in all cases. The TF recommends

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		it's continuance which will focus on creating standard Bylaws regarding structure; consistent appointment procedures; accountability & expectations; and reporting. A TF report will be made at the May meeting.
9	Ratification of State Election Results	The Board ratified the 08/09 election results: Lisa Rudloff, Vice President Todd Trimble, Region 1 Representative Stephanie House, Region 3 Representative Darin Loughrey, Region 5 Representative Alexa Pritchard, Council of Section Representative Chris Beth thanked all the candidates and the Board for their efforts in soliciting candidates.
10	Creation of BOD Education Award	Mike reported the purpose of an Outstanding Education Program Award is to improve the quantity and quality of training provided by Districts and Sections and to reinforce the importance of their role in accomplishing the ends policies. The board discussed and approved an annual Outstanding Education Program Award. The board will announce this at the upcoming District & Section Leadership meeting on Friday.
11	Future Governance Role of the Board	Mike shared his thoughts regarding how CPRS relies heavily upon the Districts & Sections to achieve our organizational goals. Through the Districts and Sections, CPRS has hundreds of volunteers. It is important that CPRS Board/Staff realize the potential of this delivery system and that it be cultivated and facilitated. The more closely we can make our efforts "intra-dependent," the more successful we will be as an organization. Our goal must be to create a culture of collaboration.
12	Board Education/Facilitative Leadership	Mike provided Board education around the skills and competencies of "facilitative leadership" and its implications for the Board as we seek greater collaboration from each other.
13	Policy Monitoring Schedule for 2008/09	The Board approved the policy monitoring schedule for 2008/09.
14	CPRS Leadership Meeting Agenda & Assignments	Angie discussed the upcoming District/Section Leadership meeting on Friday. The goal is to communicate what's important to the Districts & Sections and for them to be familiar with their role. An important role of State Board members is to continue growing and building relationships with the District & Section leaders.
15	Emergency Executive Director Succession Plan Proposal (EL-9)	Jane discussed the final emergency succession plan. This plan will be put into place in the event of an unexpected and unplanned absence of the Executive Director. The Board approved the emergency succession plan and agreed to review the plan annually to ensure its accuracy.
16	Review Executive Director's Job Specifications	Jane discussed the draft Executive Director's job specifications which was last updated in the late 1990's. The Board approved the job specs as presented.
17	Executive Director Performance Review (B/ER-5)	CPRS staff and guests were excused and the Board went into executive session. No action was taken.
18	Financial Report	Received as information.
19	Branding the Profession and CPRS Update	Jane provided the Board an update on the branding progress, sharing the next step is to conduct market research to seek the opinions of the general public and elected officials. The Board supported this important outreach in our goal to determine the brand promise for the parks and recreation profession. She then shared a "state of CPRS"

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		report which included finances and membership growth. The Board agreed that receiving this kind of update is very helpful and would like to have it included on every agenda.
20	2008 Conference Events	Jane discussed the upcoming events that Board members are required to attend.

Guests at the meeting: Monday, February 25, 2008: Alexa Pritchard, City of Roseville, Stephanie House, West Side Recreation & Park District, and Phil Hester, Director, City of Long Beach

Tuesday, February 26, 2008: Darin Loughrey, City of Irvine, and Alexa Pritchard, City of Roseville

The next CPRS Board of Directors meeting will be Thursday, May 8, 2008, 2:00 p.m. to 5:00 p.m. and Friday, May 9, 2008, 8:00 a.m. to 4:00 p.m., Folsom

Reports for the meeting agenda must be received in the CPRS office by **April 9, 2008**, to janet@cprs.org.

Reports for the meeting agenda must be posted on OurBoardroom™ and/or received in the CPRS office no later than **April 30, 2008**. If you have any questions, please contact, janet@cprs.org.