



CPRS District 3 Board Meeting Minutes

Thursday, June 7, 2018, 2-4pm

San Ramon City Hall, Large Conference Room (2nd Floor)
7000 Bollinger Canyon Road, San Ramon

Call in number 712-770-4010

Access code – 702040#

1. Call Meeting to Order - 2:04PM

Adam

In attendance: Katie, Steven, Andrew, Adam, Rachel, Jessica, Tamara, Laura, Korey, Heather, Trish, Matthew

2. Approval of Minutes (May 3)

Andrew

- a. Tamara - Motion
- b. Hub - 2nd Motion
- c. All in Favor - Yes

3. Officer Reports

A. President

Adam

- i. Take 5 Challenge - Please make sure to talk to your take 5 partner for 5 minutes each month.
- ii. Pleasanton is taking 5 minutes to talk to each employee
- iii. Aquatics Section is taking 5 minutes to talk to each member

B. President – Elect

Rachel

- i. Items to report on are later on in the meeting

C. Vice President

Matthew

- i. First zoom meeting with all Vice Presidents.
 - 1. Quarterly
 - 2. Shared google drive
 - 3. Shared google chat

D. Secretary

Andrew

- i. May Meeting Minutes
- ii. Still organizing Google Drive
- iii. Still working on updating files on CPRS website.

E. Treasurer

Andrea

- i. Not present

F. Director of Membership

Kathryn

- i. Membership is up
- ii. It seems like a significant increase

G. Director of Programs

Trish

- i. No report

4. Section Representative Reports

A. Administrative Section

Todd

- a. Not present
- B. Aging Section Laura
 - a. Jessica did a great job. Suggest that Jessica present at Fall Institute
 - b. They are creating a newsletter. If there any items that you want to share, send info to Laura.
 - c. Social Media - Make sure to like facebook / instagram page.
 - d. Lunch and Learn - Flyer is set. Hub will help Laura create registration google form.
- C. Aquatic Section Korey
 - a. Attended Aquatics Section meeting.
 - b. BAPPOA - Passed out calendar. Lifeguard Games on August 5.
- D. Development & Operations TBD
 - a. No report
- E. Education Section Heather
 - a. Fall Career Fair - October 2
 - b. Invite out to agencies July 1
 - i. Non-Profit - \$30
 - ii. Profit - \$50
 - c. September 6 - D3 Board Meeting & Cal State East Bay Student BBQ
 - d. CPRS Educational Session Planning
 - i. Most people are from D1 and D2
 - ii. If you have specific topics, letter Heather know.
- F. Recreation Section Tamara
 - a. Have been planning yearly schedule.
 - b. Will continue rec connect.
 - c. Rec Section Intensive - Looking for speakers.
 - d. Will continue Burrito social.
 - e. Bringing back Super Cal
- G. Therapeutic Section Jessica
 - a. In person meeting was the same day as
 - b. Next conference call in September.
- 5. Other Reports
 - A. Region 1 Representative Cindy
 - a. Zoom meeting.
 - b. CAP
 - c. Prop 68 - Passed
 - d. District Updates / Section Updates
 - e. Region 1 Retreat - Possible in Napa on August 29.
 - i. Get together once all districts have calendars set and things are starting to gear up.
 - B. Past President Barbie
 - a. Not present
 - C. Student Representative Steven & Katie
 - a. Not present
 - D. YTRS RJ

- a. Not present
- E. SANCRA Andrea
 - a. No report
- F. BAPPOA Korey
 - a. No report

6. Unfinished Business

- A. Annual Budget & Reserve Policy Andrea
 - a. Roughly \$12,000 in the bank
 - b. Heather - Is the \$3,000 for CSUEB still in the account?
 - c. All board members should think about how much money should be allotted as a reserve fund?
 - d. Look at the old budgets to see how much money was used during the recession.
 - e. Can we look at paying for board member expenses. Yes, we can look at this in the future.
 - f. Pay for student section representatives expenses to be involved in CPRS.
 - g. Subsidize cost for students to attend events with to make it more affordable for them to be involved.
- B. Sponsorship Bank Account Adam
 - a. Adding a third bank account specifically for Sponsorships.
 - i. Motion - Jessica
 - ii. 2nd Motion - Matthew
 - iii. All in Favor - Yes
 - b. Dahlin sponsored for \$500.00

7. New Business

- A. Fall Institute Rachel
 - a. October 10
 - b. Brainstorm Themes
 - i. Should we have them - Yes.
 - ii. Discover the treasures in Recreation.
 - 1. X marks the spot
 - 2. Invitation is a map
 - 3. Eye Patch
 - 4. Pirates Booty - Snacks
 - iii. Jessica decorations. Will find people to help with decorations.
 - iv. Tour of Pleasant Hill Facility - Tuesday June 19 at 1:30pm
 - v. Draft schedule to help figure how many sessions should be available.
 - vi. Deadline for Speakers will be August 23rd. Hoping to get info from state by next week.
 - 1. Adam will send out to membership when it has been completed.
 - vii. "When I say Yes I don't mean No" Rachel Prater
 - viii. Section reps should have session related to their section.
 - ix. Lydie has agreed to speak.

- x. Should we have a keynote speaker or activity based.
- c. Food - Korey will have Ryan help her look at possible food options.
- d. Marketing / Date - Save the Date - Tamara
- e. Social -
 - i. Have a coffee bar social prior to the event
 - ii. Have a no host social after the event.
- f. Education Session rating information from Fall Forum to see what topics are needed for this year.
- g. Justin Saroyan / Pete Dequincy interested in speaking.
- B. General Membership Meeting & A's Game/Tailgate Kathryn
 - a. Send Kathryn picture in baseball team gear by next Friday June 15.
 - b. Date: July 21
 - c. Will put together Pre-Event worksheet
 - d. Todd will help
 - e. Will charge \$30 - 40 to cover cost of tailgate and ticket
 - f. Cannot charge the same fee as Rec U. No "0" or "5"
- C. Training Calendar
 - a. Reviewed updated calendar
 - b. Facility Rental Roundtable Flyer
- D. Rec Talk Event in Theater - Adam is working on this idea.
- 8. Next Board Meeting : July 5, 10am-12pm, Black Bear Diner in Danville
 - a. Tamara will secure the meeting room
- 9. Adjournment - 3:47 PM

The California Park & Recreation Society of District 3 provides leadership to advance the positive impact and value of the profession in Alameda and Contra Costa counties.