



CPRS District 3 Board Meeting Minutes
Wednesday, March 04, 2020 | 1-3pm
Clarke Swim Center, 1750 Heather Dr. Walnut Creek
Zoom: <https://csueb.zoom.us/j/388459335>

1. Call Meeting to Order - 1:07pm

Matt

Present: Matt, Tamara, Michele, Karen, Korey, Chris, Liz, Laura, Kathryn, Jennifer, Heather, Jessica, Todd

Not Present: Chris, Adam, RJ, Katie, Isaac, Andrea

2. Approval of Minutes (February 19)

Jennifer

a. Motion to approve minutes - Karen

2nd Motion - Todd

All in Favor - Yes

3. Officer Reports

A. President

Matt

- i. Bylaws will need to be updated. Matt will email out the information to the group to review prior to the retreat. $\frac{2}{3}$ of the board voting is needed to make amendments to existing rules to the bylaws. If the Board adds anything it would need to go out for a vote to the membership.
- ii. If you are a section rep, think about the Lunch N Learns. Should we continue it, or look at adding in 3 or 4 half day workshops and bring in speakers.
- iii. Board retreat is looking to be the last week of March, possibly the 24th. Take a moment at the retreat to meet your counterparts from the other districts in the region.
- iv. Working to a baseline with the financials of the board. The only funding the district receives is from events it hosts. There has been an increasing request for districts to participate in state events and fund them. This will be something to discuss at the retreat. The districts need to be careful how much we are utilizing the local sponsors.
- v. All pre-event worksheets are due two months prior to the event. Trying to prevent members from paying out of pocket for items. The post event worksheet is due the meeting after the event.
- vi. Wear green on Wednesday of conference. Wear D3 shirt to Leadership Meeting Friday. The Leadership Meeting will be utilized to show the Boards which direction to move in for Tara's year as President. Think about what challenges you are having as a Section Rep. How can we fix some of those issues. Bring any questions you might have to the meeting, website, etc.
- vii. Send Jennifer website information to post to the CPRS
- viii. Congregation Ale House for the Social, 6-7pm. We have D3-Big 3 ribbons to hand out to everyone at the conference.

B. President – Elect

Tamara

- i. Conference app is available, download ahead of time and schedule what you'd like to do. It will link back to your calendar. We should send out an email to everyone on what they should wear on which days.
 - ii. Covid19 information was sent out, please reference the letter. Wash hands, wipe things down, etc.
 - C. Vice President Nicole
 - i. No Report
 - D. Secretary Jennifer
 - i. No Report
 - E. Treasurer Michele
 - i. Working on access to the bank, and gathering information. \$5958 is what was listed on the last treasurer's report. Working on the final numbers from the awards lunch.
 - F. Director of Membership Kathryn
 - i. No Report
 - F. Director of Programs Laura
 - i. Working on the post event worksheet from the Awards Lunch with Rachel.
 - ii. Liz and Rachel have started a Tri-Valley bi-monthly meetings for staff working with seniors. Laura would like to start offering that on the other side of the east bay on opposite months.
- 4. Section Representative Reports
 - A. Administrative Section Todd
 - a. Administrators Section breakfast is Thursday. Working on a doodle poll to contact the Administrators in the area for a directors forum.
 - B. Aging Section Liz
 - a. Following up with Laura regarding the bi-monthly meetings. This may replace the Lunch N Learns, typically gets 13-15 people in attendance.
 - b. The goal this year is to have better communication with the aging section region rep.
 - C. Aquatic Section Korey
 - a. No Report
 - D. Development & Operations Chris
 - a. Chris will reach out to region reps regarding a possible region rodeo.
 - E. Education Section Heather
 - a. The next Rec U is Government 101 is live and open for registration. The dates for Rec U next year are set.
 - F. Recreation Section Karen
 - a. Rainbow Bridge, Wednesday before the opening section they will be serving burritos.
 - G. Therapeutic Section Jessica
 - a. Not Report
- 5. Other Reports
 - A. Region 1 Representative Adam
 - a. Videos are up on the website.
 - B. Past President Rachel
 - a. Not Present
 - C. Student Representative Katie/Isaac

- a. Not Present
- D. YTRS RJ
 - a. Not Present
 - b. The Board should look at making YTRS a formal sub-committee. This could also be the case for the aging group that meets.
- E. SANCRA Andrea
 - a. Not Present
 - b. Jennifer will follow up with SANCRA.
- F. BAPPOA Korey
 - a. BAPPOA meeting is 3/17 (Walnut Creek). They have a presenter coming from Alameda County to talk about DiSC training.
- 6. Unfinished Business
 - a. Awards & Installation 2020 Wrap-Up Rachel
 - i. Next meeting we will go over the post event worksheet.
- 7. New Business
 - a. Total Guard Training May 9 Korey
 - i. Pre-Event Worksheet for the event on May 9th at Larkey Swim Center. Some lecture, more skills based for senior aquatic staff. This is a first time event, estimating lower attendance to at least cover costs. Update the fee to reflect an early and late registration (\$40/\$50).
 - ii. Matt will check with the State regarding participation waivers to release the board.
 - iii. Motion to approve the pre-event worksheet as amended - Korey
2nd Motion - Jessica
All in Favor - Yes
 - b. District 3 Bank Account Changes Matt
 - i. Motion to remove Adam Chow, Rachel Prater and Andrea Mendez from the CPRS District 3 Bank Checking Account 1461 - Matt
2nd Motion - Jessica
All in Favor - Yes
 - ii. Motion to add Matthew Galindo, Tamara Whitney, Nicole Espinoza Roa, and Michele Crose to the District 3 Bank Account 1461 - Matt
2nd Motion - Korey
All in Favor - Yes
 - c. Facebook Posts and Pictures
 - i. Headshots will be taken at the retreat, we can use these for social media posts so the members can meet the board.
 - ii. Take pictures of staff in their natural habitat and send with a short writeup to post on facebook.
- 8. Adjournment - 2:25pm

Next Board Meeting: TBD

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.