



CONNECTICUT RECREATION  
AND PARKS ASSOCIATION

# CRPA EXECUTIVE BOARD MEETING

January 28, 2014



CONNECTICUT RECREATION  
AND PARKS ASSOCIATION

**IN ATTENDANCE:** Rick Audet, Marc Blanchard, Bob Ceccolini, Frank Cooper, Bill Engle, Cheryl Hancin, Josh Medeiros, Ben Morse, Alex Palluzzi, Anna Park, Chris Rusack, Kristine Vincent, Tom Cataldi (CPA Liaison) and Valerie Stolfi-Collins, Executive Director

## I. RITUAL ITEMS

- **ROLL CALL:** Meeting called to order at 9:05 a.m. by Alex Paluzzi
- **MEMBER COMMENTS:** N/A
- **APPROVAL OF MINUTES:** Bob Ceccolini made a motion to accept the minutes from the December, 2013 Executive Board Meeting. Bill Engle seconded. All in favor 12-0.
- **APPROVAL OF TREASURERS REPORT:** Frank Cooper made a motion to approve the Treasurers report. Bill Engle seconded. All in favor 12-0.
- **EXECUTIVE DIRECTORS REPORT:**
  - **2013 Membership:** 19 outstanding members.
  - **2014 Membership:** January and February renewals have been sent.
  - **CRPA Office Organization:** Shredded boxes from 2006 and added 2012 boxes to storage. Brought old electronics to recycling. Purchased 2 new Dell computers & monitors, 2 Microsoft Office Professional Software, 2 Act Database and 2 Adobe Pro XI packages plus set-up and networking for a total of \$4,816.88
  - **Conference Update:** 2014 Mohegan contract has been signed with no price increase.
  - **Consignment Tickets:** All 2014 contracts have been signed and information and forms are on the CRPA website. Science Center orders can be placed online.
  - **2014 Events:**
    - CRPA Leadership Meeting being held on January 28, 2014 in Rocky Hill. 30 registered attendees.
    - Winter Quarterly will be held on February 4, 2013 at the New England Air Museum in Windsor Locks. 58 registrants thusfar.
    - Entertainment Showcase will be held in East Hartford on 2/20/14. The small stage and large stage is sold out. 29 tabletops have been sold. \$2,270 has been sold in ads. 55 delegates registered thus far.
    - Hot Shots Statewide Competition will be held in Stratford on either 3/22/14. There are 12 local meets registered so far. \$98 has been collected in ribbon sales.
    - CPSI will take place in Rocky Hill April 1-3, 2014. 20 registrants so far. CIRMA is sponsoring lunch on Day 1, American Playground Surfacing is sponsoring \$400 and Noratek is sponsoring \$200.
    - Spring Quarterly will be held on April 9<sup>th</sup>, location TBD.
    - Camp College will be held June 7, 2014 at Patriots Park in Coventry.
    - Summer Quarterly will be held on June 5, 2014 at Owenego Beach and Tennis Club in Branford.
    - Hershey State Meet: The 2014 Hershey State Meet cannot take place in New Britain due to renovations. The committee is looking for a new location for June 21, 2014.
  - **Legislative Update:** Valerie attended an IPM coalition meeting and a meeting with DEEP Deputy commissioner McCleary. CRPA will attend the CCM round table legislative meeting

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on January 29<sup>th</sup> in New Haven. Additional updates will be provided during the Leadership Meeting.

**II. ACTION ITEMS:**

- **2014 Budget Revision Approval & Investment Account Approval:** Tabled to the February meeting. Valerie will invite the French Cleary Group, the administrators of the Merrill Lynch Investment Account to the next meeting.

**III. COMMITTEE REPORTS:** See Executive Directors Report.

**IV. OLD BUSINESS:** None

**V. NEW BUSINESS:**

- **CPA:** Tom Cataldi reported that the relationship between CRPA and CPA has been going well and continues to strengthen. Kristine Vincent is now the new secretary for CPA. Additionally, Tom is excited to see the influx of young professionals which he feels strengthens both organizations. Additionally, the ability to share information through both Listserves has worked well.

**VI. RESIGNATIONS & APPOINTMENTS:**

- Alex Palluzzi welcomed KOMPAN, the sponsor of the Leadership Meeting, to the meeting.

**VII. EXECUTIVE SESSION:** N/A

**VIII. ADJOURNMENT**

- Bill Engle made a motion to adjourn the meeting at 9:52 a.m. Kristine Vincent seconded. All in favor 12-0.

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CONNECTICUT RECREATION  
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# CRPA EXECUTIVE BOARD MEETING

February 18, 2014



CONNECTICUT RECREATION  
AND PARKS ASSOCIATION

**IN ATTENDANCE:** Rick Audet, Marc Blanchard (Via Phone), Bob Ceccolini, Cheryl Hancin, Anna Park, Chris Rusack (10:12), Kristine Vincent and Valerie Stolfi-Collins, Executive Director

## I. RITUAL ITEMS

- **ROLL CALL:** Meeting called to order at 10:04 a.m. by Marc Blanchard
- **MEMBER COMMENTS:** N/A
- **APPROVAL OF MINUTES:** Rick Audet made a motion to accept the minutes from the January, 2014 Executive Board Meeting. Kristine Vincent seconded. All in favor 7-0.
- **APPROVAL OF TREASURERS REPORT:** Rick Audet made a motion to approve the Treasurers report. Cheryl Hancin seconded. All in favor 7-0.
- **EXECUTIVE DIRECTORS REPORT:**
  - **2013 Membership:** 13 outstanding members.
  - **2014 Membership:** January-March renewals have been sent. CRPA has secured 1 new Town, Warren, as a 2014 member.
  - **Consignment Tickets:** Orders have been coming in.
  - **2014 Events:**
    - CRPA Leadership Meeting was held on January 28, 2014 in Rocky Hill. 34 registered attendees, 29 attended the meeting.
    - Winter Quarterly was held on February 4, 2013 at the New England Air Museum in Windsor Locks. 66 registrants. Revenue was \$2,330. Expenses were \$1,236.50.
    - Entertainment Showcase will be held in East Hartford on 2/20/14. The small stage and large stage is sold out. 32 tabletops have been sold. \$3,375 has been sold in ads. 92 delegates registered thus far. Estimated profit of \$16,774.
    - The Hot Shots Statewide Competition will be held in Stratford on 3/22/14. There are 13 local meets registered so far. \$128.50 has been collected in ribbon sales.
    - CPSI will take place in Rocky Hill April 1-3, 2014. 37 registrants so far. CIRMA is sponsoring lunch on Day 1, American Playground Surfacing is sponsoring \$400 and Noratek is sponsoring \$200.
    - Spring Quarterly will be held on April 9<sup>th</sup> at Cheney Hall in Manchester.
    - Camp College will be held June 7, 2014 at Patriots Park in Coventry.
    - Summer Quarterly will be held on June 5, 2014 at Owenego Beach and Tennis Club in Branford. Speaker has been secured.
    - Hershey State Meet: The 2014 Hershey State Meet cannot take place in New Britain due to renovations. The committee is looking for a new location for June 21, 2014.
- **Legislative Update:** CRPA Bill tracking site is up at [www.legislationtracker.com/login/igs](http://www.legislationtracker.com/login/igs)  
User Name is CRPA, Password is CRPA
  - **Raised Bill 68:** An Act Authorizing the use of certain microbial and biochemical pesticides and grub control products on school grounds
  - **Raised Bill 5113:** An Act Concerning Youth Athletics and Concussions: Bill would require coaches, parents, volunteers and referees to receive concussion and brain injury training, limit the time allowed/week for high impact practices/games and allow civil suits against coaches, parents, volunteers and referees. Valerie indicated that she sent

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the information regarding this bill to the legislative committee and is awaiting response.

**II. ACTION ITEMS:**

- **Investment Account Presentation:** The French Cleary Group presented information regarding the CRPA investment account and their recommended changes to the way the funds are currently being invested. The proposal would manage funds more like an institutional account and the French Cleary Group would act as managers on behalf of CRPA. The incentive would be to grow the portfolio and assets conservatively. CRPA would receive enhanced monthly statements. There would be a minimal increased cost but no annual fee and no transaction costs. Kristine Vincent made a motion to move the investments into the new moderate conservative model proposed by the French Cleary Group on a retainer basis. Bob Ceccolini seconded. Some discussion was held. All in favor 7-0.

**III. COMMITTEE REPORTS:** See Executive Directors Report.

**IV. OLD BUSINESS:** None

**V. NEW BUSINESS:**

**VI. RESIGNATIONS & APPOINTMENTS:**

**VII. EXECUTIVE SESSION:** N/A

**VIII. ADJOURNMENT**

- Cheryl Hancin made a motion to adjourn the meeting at 11:38 a.m. Kristine Vincent seconded. All in favor 7-0.

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CONNECTICUT RECREATION  
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## CRPA EXECUTIVE BOARD MEETING

March 18, 2014



CONNECTICUT RECREATION  
AND PARKS ASSOCIATION

**IN ATTENDANCE:** Rick Audet, Marc Blanchard, Bob Ceccolini, Frank Cooper, Cheryl Hancin, Josh Medeiros, Ben Morse, Paul Norris, Alex Palluzzi, Jr., Chris Rusack, Kristine Vincent and Valerie Stolfi-Collins, Executive Director

### I. RITUAL ITEMS

- **ROLL CALL:** Meeting called to order at 9:31 a.m. by Alex Palluzzi, Jr.
- **MEMBER COMMENTS:** N/A
- **APPROVAL OF MINUTES:** Chris Rusack made a motion to accept the minutes from the February, 2014 Executive Board Meeting. Bob Ceccolini seconded. All in favor 11-0.
- **APPROVAL OF TREASURERS REPORT:** Rick Audet made a motion to approve the Treasurers report. Frank Cooper seconded. All in favor 11-0.
- **EXECUTIVE DIRECTORS REPORT:**
  - **Networking Meetings:** The Executive Director has met with the CT Association of Senior Center Personnel, a SCSU Graduate Class, and three representatives from Tom Irwin.
  - **2013 Membership:** 11 outstanding members on 4 invoices.
  - **2014 Membership:** January-April renewals have been sent. CRPA has secured 1 new Town, Warren, as a 2014 member.
  - **Consignment Tickets:** Orders have been coming in.
  - **2014 Events:**
    - Winter Quarterly was held on February 4, 2013 at the New England Air Museum in Windsor Locks. 66 registrants. Revenue was \$2,330. Expenses were \$1,236.50.
    - Entertainment Showcase was held in East Hartford on 2/20/14. The small stage and large stage was sold out. 32 tabletops have been sold. \$3,450 in ads were sold. 130 delegates registered. Estimated profit of \$17,819.90.
    - The Hot Shots Statewide Competition will be held in Stratford on 3/22/14. There are 13 local meets registered 9 were held due to snow. \$128.50 has been collected in ribbon sales.
    - CPSI will take place in Rocky Hill April 1-3, 2014. 76 registrants so far. CIRMA is sponsoring lunch on Day 1, American Playground Surfacing is sponsoring \$400 and Noratek is sponsoring \$200.
    - Spring Quarterly will be held on April 9<sup>th</sup> at Cheney Hall in Manchester. 59 participants are registered thus far; 12 CPA and 51 CRPA members.
    - Camp College will be held June 7, 2014 at Patriots Park in Coventry. Call for presenters has been sent and the committee will finalize speakers by April 1<sup>st</sup>.
    - Summer Quarterly will be held on June 5, 2014 at Owenego Beach and Tennis Club in Branford. Speaker has been secured on time and stress management.
    - Hershey State Meet: The 2014 Hershey State Meet cannot take place in New Britain due to renovations. East Hartford will host the meet on June 21, 2014. Hershey has contacted CRPA to inform us that starting in 2015 Hershey will no longer host a North American Final and will no longer provide stipends to run the state meets. The Committee will meet to discuss the future of the event in Connecticut.

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- Conference Committee: Theme: Growing Today...Leading Tomorrow. The call for presentations was sent out last month and responses are coming in slowly. The Committee will have a keynote finalized by the end of March.
- **Legislative Update:** CRPA Bill tracking site is up at [www.legislationtracker.com/login/igs](http://www.legislationtracker.com/login/igs)  
User Name is CRPA, Password is CRPA
  - **Raised Bill 46** - AAC PESTICIDES ON SCHOOL GROUNDS
  - **Raised Bill 68** - AN ACT AUTHORIZING THE USE OF CERTAIN MICROBIAL AND BIOCHEMICAL PESTICIDES AND GRUB CONTROL PRODUCTS ON SCHOOL GROUNDS.
  - **Raised Bill 5330** - AAC THE APPLICATION OF PESTICIDES AT PARKS, PLAYGROUNDS, ATHLETIC FIELDS AND MUNICIPAL GREENS.
  - **Raised Bill 443** - AAC PESTICIDES ON SCHOOL GROUNDS, PARKS, PLAYGROUNDS, ATHLETIC FIELDS AND MUNICIPAL GREENS.
  - **Raised Bill 5580** - AAC THE PESTICIDE ADVISORY COUNCIL, THE RECOMMENDATIONS OF THE EMERGENCY MEDICAL SERVICES PRIMARY SERVICE AREA TASK FORCE AND THE ELIMINATION OF A MUNICIPAL MANDATE. HB 5580 is a new bill in the Planning and Development Committee. It would establish an advisory committee within DEEP to advise the Commissioner when making regulations regarding pest applications on municipal grounds and help to create a best management policy for both synthetic and organic applications.
  - **Raised Bill 5113** - AAC YOUTH ATHLETICS AND CONCUSSIONS. The bill was voted out of the Committee on Children with substitute language based on the efforts of CRPA. CRPA was able to convince the committee to remove almost all of the sections pertaining to youth athletics. The one area remaining is the dissemination of information on the signs and symptoms of concussions to participants in youth athletic programs when they register. A section was then added creating a task force to study concussions in Connecticut. CRPA is listed as a member of this taskforce.
  - **Raised Bill 204** - AN ACT CONCERNING CAMPERS' EDUCATION. (*Affects Licensed Camps Only*)

**II. ACTION ITEMS:** None

**III. COMMITTEE REPORTS:**

- **Aquatics Section:** The Aquatics Section will be running a supervisor school Wednesday, March 28 6:00-9:00 pm in Rocky Hill. Rocky Hill has offered to pick up the expense for food. The Section would like to legitimize the event by running it through CRPA. The Chair will create a flyer and registration form if CRPA could collect registrations. The Board would like to charge a fee of \$10.00 per person to cover the cost of ordering water bottle gifts for attendees.

**IV. OLD BUSINESS:** None

**V. NEW BUSINESS:** None

**VI. RESIGNATIONS & APPOINTMENTS:**

**VII. EXECUTIVE SESSION:** N/A

**VIII. ADJOURNMENT**

- Bob Ceccolini made a motion to adjourn the meeting at 10:48 a.m. Cheryl Hancin seconded. All in favor 11-0.

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CONNECTICUT RECREATION  
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# CRPA EXECUTIVE BOARD MEETING

May 20, 2014



CONNECTICUT RECREATION  
AND PARKS ASSOCIATION

**IN ATTENDANCE:** Marc Blanchard, Bob Ceccolini, Bill Engle, Cheryl Hancin, Joshua Medeiros, Ben Morse, Alex Paluzzi, Anna Park, Chris Rusack, Kristine Vincent and Valerie Stolfi-Collins, Executive Director

## I. RITUAL ITEMS

- **ROLL CALL:** Meeting called to order at 9:42 a.m. by Alex Paluzzi
- **MEMBER COMMENTS:** N/A
- **APPROVAL OF MINUTES:** Marc Blanchard made a motion to accept the minutes from the March, 2014 Executive Board Meeting. Ben Morse seconded. All in favor 9-0.
- **APPROVAL OF TREASURERS REPORT:** Valerie reported that consignment ticket sales are down from last year. Woodbury will continue with CRPA membership but will no longer be an agency member. Bob Ceccolini requested a comparison to last year at the next Board meeting. Marc Blanchard made a motion to approve the Treasurers report. Kristine Vincent seconded. All in favor 9-0.
- **EXECUTIVE DIRECTORS REPORT:**
  - **2013 Membership:** 2 outstanding organizations that have indicated they are sending payment.
  - **2014 Membership:** January-June renewals have been sent. CRPA has secured 1 new Town, Warren, as a 2014 member.
  - **Consignment Tickets:** Orders have been coming in. Orders are down from last year.
  - **2014 Events:**
    - CPSI was held April 13, 2014 in Rocky Hill. 77 registrants (exceeded last year by 45). 3 sponsors. Projected profit is \$18,415.13. East Hartford will host in 2015.
    - Spring Quarterly will be held on April 9<sup>th</sup> at Cheney Hall in Manchester.
    - Aquatics Supervisor School will be held May 28, 2014 in Rocky Hill from 6:00-9:00 p.m. 83 registrants from 19 different organizations.
    - Summer Quarterly will be held on June 5, 2014 at Owenego Beach and Tennis Club in Branford. 62 registrants; 49 on the boat and 12 on the waiting list.
    - Camp College will be held June 7, 2014 at Patriots Park in Coventry. 96 participants registered from 3 organizations.
    - Hershey State Meet: The 2014 Hershey State Meet will take place in East Hartford on June 21, 2014. 11 local meets registered. \$291.20 in ribbon sales.
    - Lifeguard Olympics will be held on July 20, 2014 at Page Park in Bristol.
    - Golf Tournament will be held on September 18, 2014 at Hawks Landing in Southington.
    - Conference theme is “Growing Today...Leading Tomorrow”. Committee has finalized keynote and is in the process of finalizing the 27 sessions. 13 booths have been sold. \$1,075 in sponsorships has been sold.
  - **Legislative Update:** The 2014 Legislative session concluded Wednesday, May 7<sup>th</sup>.
    - **HB 5113/Public Act No. 14-66:** Youth Athletics and Concussions: Bill would have required coaches, parents, volunteers and referees to receive concussion and brain injury training, limit the time allowed/week for high impact practices/games and allow civil suits against coaches, parents, volunteers and referees. CRPA was able to work with the Chairs of the Committee on Children and remove Youth Sports from what

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eventually became **Public Act No. 14-66** which now establishes a task force to study the “occurrences of concussions in youth athletics and to make recommendations for possible legislative initiatives to address such concussions”. CRPA is named a member of the task force.

- **IPM:** IPM was a key issue in the 2014 legislative session. Through the hard work of CRPA’s efforts and each member that contacted their legislative delegation, no legislation was passed on IPM this session.
- **HB 5537: Public Swimming Pool Design and Maintenance Standards:** This bill would have allowed the Department of Public Health to change the design and maintenance standards for public swimming pools without going through the regulatory process. This section was deleted from the proposed legislation and the bill will become law without this section due to CRPA’s efforts.
- **Camp Safety Legislation SB201 AAC Campers’ Education:** This bill would have affected licensed camps only by imposing mandates on camp administrative staff to develop a lyme disease prevention program and child sexual abuse prevention program and provide training to staff, campers, and parents/guardians at the start of each camp session. The bill died due to inaction.
- **Budget:** The legislature failed to address the 1.4-1.6B deficits projected for the next 2 years. CRPA members should be prepared for severe budget constraints.

## II. ACTION ITEMS:

- **Transfer of \$ in 2014 from 2013 Profits:** Bill Engle made a motion to move 75% of the 2013 profit (\$28,016.12) into the Merrill Investment Account and 25% of the 2013 profit (\$9,338.71) into the Capitol Improvement Account. Josh Medeiros seconded. Some discussion was held. All in favor 9-0.

## III. COMMITTEE REPORTS:

- **Awards Committee:** Program of Merit Award was created as a new award. The TR Award was tweaked to lower the requirement to 5 years instead of 10 years to encourage more nominees. The Youth Leadership award was tweaked to widen the scope.

## IV. OLD BUSINESS: N/A

## V. NEW BUSINESS:

- **CPA:** Tom Cataldi thanked CRPA on behalf of CPA and Rich Calarco for their work with legislative issues. The CPA Golf Tournament will be held on 5/29/14 at Hunters Golf Course in Meriden with a 9:30 a.m. start. Cost is \$135/person which covers lunch, dinner and golf. CPA will be hosting a 12:00 p.m. luncheon meeting on 6/12/14 at the Veterans Memorial Clubhouse in East Hartford to vote on bylaw changes. Anyone interested is welcome. The luncheon is free. On Wednesday 6/18/14 the NEPA Spring Conference will be held in Hampton New Hampshire.

## VI. RESIGNATIONS & APPOINTMENTS: N/A

## VII. EXECUTIVE SESSION: N/A

## VIII. ADJOURNMENT

- Kristine Vincent made a motion to adjourn the meeting at 10:57 a.m. Marc Blanchard seconded. All in favor 9-0.

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CONNECTICUT RECREATION  
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# CRPA EXECUTIVE BOARD MEETING

June 17, 2014



CONNECTICUT RECREATION  
AND PARKS ASSOCIATION

**IN ATTENDANCE:** Rick Audet, Marc Blanchard, Bob Ceccolini, Frank Cooper, Bill Engle, Cheryl Hancin (9:45 a.m.), Ben Morse (9:45 a.m.), Alex Paluzzi (9:56 a.m.), Anna Park, Chris Rusack and Valerie Stolfi-Collins, Executive Director

## I. RITUAL ITEMS

- **ROLL CALL:** Meeting called to order at 9:41 a.m. by Marc Blanchard
- **MEMBER COMMENTS:** N/A
- **APPROVAL OF MINUTES:** Bob Ceccolini made a motion to accept the minutes from the April, 2014 Executive Board Meeting. Bill Engle seconded. All in favor 7-0.
- **APPROVAL OF TREASURERS REPORT:** Valerie reported that consignment ticket sales are inflated because people will still return tickets. The Bank of America Accounts year to date show an appreciation of \$5,400 (approximately a 4% increase). The current figures do not reflect the profit re-allocation. Valerie provided a Previous Year Comparison budget but notes that it is not an easy comparison as not all things match up in each fiscal year. Valeria recommends comparing each individual line item versus the whole picture. Rick Audet made a motion to approve the Treasurers report. Chris Rusack seconded. All in favor 9-0.
- **EXECUTIVE DIRECTORS REPORT:**
  - **2013 Membership:** 1 outstanding organization that has indicated they are sending payment.
  - **2014 Membership:** January-July renewals have been sent.
  - **Consignment Tickets:** Orders have been coming in. Orders are down from last year.
  - **2014 Events:**
    - Aquatics Supervisor School was held May 28, 2014 in Rocky Hill from 6:00-9:00 p.m. 108 registrants from 25 different organizations.
    - Summer Quarterly was held on June 5, 2014 at Owenego Beach and Tennis Club in Branford. 67 registrants. Net Profit \$555.04 if all AR's are collected.
    - Camp College was held June 7, 2014 at Patriots Park in Coventry. 307 participants registered from 22 organizations.
    - Hershey State Meet: The 2014 Hershey State Meet will take place in East Hartford on June 21, 2014. 12 local meets registered. \$291.20 in ribbon sales.
    - Lifeguard Olympics will be held on July 20, 2014 at Page Park in Bristol.
    - Golf Tournament will be held on September 18, 2014 at Hawks Landing in Southington. Committee has met and incorporated new ideas into the tournament.
    - Conference theme is "Growing Today...Leading Tomorrow". Committee has finalized keynote and the 27 sessions. 17 booths have been sold. \$2,825 in sponsorships has been sold. The social will be held at Club Avalon and will feature mechanical animals by Safari Bob.
  - **2015 Confirmed Events:**
    - **Entertainment Showcase:** East Hartford on February 19, 2015 (Snow date of February 26, 2015)
    - **CPSI:** East Hartford on March 31-April 2, 2015

## II. ACTION ITEMS: N/A

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**III. COMMITTEE REPORTS: N/A**

**IV. OLD BUSINESS: N/A**

**V. NEW BUSINESS:**

- **CPA Update:** CPA has revised and approved their Bylaws. A Call for Nominations will be going out soon.

**VI. RESIGNATIONS & APPOINTMENTS: N/A**

**VII. EXECUTIVE SESSION: N/A**

**VIII. ADJOURNMENT**

- Bill Engle made a motion to adjourn the meeting at 10:26 a.m. Alex Paluzzi seconded. All in favor 10-0.

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## CRPA EXECUTIVE BOARD MEETING (CONFERENCE CALL)

August 19, 2014



**CONFERENCE CALL ATTENDANCE:** Rick Audet, Marc Blanchard, Bob Ceccolini, Cheryl Hancin, Joshua Medeiros, Ben Morse, Alex Paluzzi, Anna Park, Chris Rusack and Valerie Stolfi-Collins, Executive Director

### I. RITUAL ITEMS

- **ROLL CALL:** Meeting called to order at 10:34 a.m. by Marc Blanchard

### II. ACTION ITEMS:

- **CRPA Website Redesign, Development, Hosting and Logo Redesign:** On Thursday, August 14<sup>th</sup>, the website committee met with 3 companies that submitted proposals. In addition to the presentations, Amy and Valerie spent time using the Content Management System (CMS). The website committee recommended Palm Tree Branding and Web Design because of price, ease of use, responsiveness to questions and creativity. Additionally, Valerie was impressed with their presentation (they did a mock-up of the CRPA website) and checked their references. The company has been in existence for 11 years. Bob Ceccolini made a motion to accept the recommendation of the website committee and accept the proposal from Palm Tree Branding and Web Design for the CRPA website redesign, development, hosting and logo redesign and to allocate \$13,700 from the Capitol Improvement budget for the proposal. Alex Paluzzi seconded. All in favor 9-0. Chris Rusack made a motion to amend the original motion read: “to accept the recommendation of the website committee and accept the proposal from Palm Tree Branding (with a contract end date of 12/31/14) and Web Design for the CRPA website redesign, development, hosting and logo redesign and to allocate \$13,700 from the Capitol Improvement account for the proposal. Marc Blanchard seconded. All in favor 9-0.

### III. ADJOURNMENT

- Marc Blanchard made a motion to adjourn the meeting at 10:53 a.m. Alex Paluzzi seconded. All in favor 9-0.

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CONNECTICUT RECREATION  
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# CRPA EXECUTIVE BOARD MEETING

September 16, 2014



CONNECTICUT RECREATION  
AND PARKS ASSOCIATION

**IN ATTENDANCE:** Bob Ceccolini, Frank Cooper, Josh Medeiros, Ben Morse, Alex Palluzzi, Jr., Chris Rusack, Kristine Vincent and Valerie Stolfi-Collins, Executive Director

## I. RITUAL ITEMS

- **ROLL CALL:** Meeting called to order at 10:05 a.m. by Alex Palluzzi, Jr.
- **MEMBER COMMENTS:** N/A
- **APPROVAL OF MINUTES:** Chris Rusack made a motion to accept the minutes from the June & August 2014 Board of Directors Meetings. Bob Ceccolini seconded. All in favor 6-0, 1 abstention (Kristine Vincent).
- **APPROVAL OF TREASURERS REPORT:** Kristine Vincent made a motion to approve the Treasurers report. Josh Medeiros seconded. All in favor 7-0.
- **EXECUTIVE DIRECTORS REPORT:**
  - **Networking Meetings:** The Executive Director attended the NRPA CSED Conference, met with the XL Center Management Company, & attended a seminar on financial management for non-profits.
  - **2013 Membership:** all have been collected.
  - **2014 Membership:** January-October renewals have been sent. CRPA has secured 1 new town, Warren, as a 2014 member.
  - **Board of Director Nominations:** One nominations has been submitted at this time.
  - **Consignment Tickets:** Lake Compounce GAD & Group tickets have been reconciled. Six Flags & The Science Center still need to be finalized.
  - **2014 Events:**
    - Summer Quarterly was held on June 7, 2014 at the Owenego Beach and Tennis Club in Branford. There were 67 registrants. Revenue was \$3,090. Expenses were \$2,534.96. Leaving profit of \$555.04.
    - Camp College was held June 7, 2014 at Patriots Park in Coventry. 307 participated from 22 organizations. Epi Pen & Med Admin saw a decrease in numbers from the previous year. Revenue was \$4,240 & expenses were \$1,618.38 for a profit of \$2,621.62.
    - Hershey State Meet: 12 local meets were held in 2014. 371 participants advanced to the state meet in East Hartford on June 21, 2014. 11 participants advanced to the NAF in Hershey, PA.
    - Lifeguard Olympics was held July 20, 2014 in Bristol and had 5 towns participate. The winning town was Bristol. The Aquatics Section is looking to revamp this event and possible the entire schedule of the aquatics section in 2015.
    - Golf Tournament will be held September 18, at Hawks Landing in Southington. There are 57 golfers registered so far and \$2,170 in sponsorships, there was only one registrant for the seminar and therefore it has been canceled.
    - Fall Quarterly will be held on October 7, 2014 at Nomads in South Windsor. There are 31 registrants at this time. Both sessions have been approved for CEU's.
    - Conference Committee: All sessions have been approved for CEU's with the exception of the vendor hall session. There are 68 booths registered, CRPA needs to sell 10 more to match last year's total of 78. \$13,790 in sponsorships has been sold, CRPA needs to

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sell \$2,390 more to match last year's total of \$16,180. Delegate registrations are low this year compared to 2013. So far there are only 127 registrations, CRPA needs to sell 103 more to match last year's total of 230. Awards nominations are also low this year compared to last year.

- **Legislative Update:** Key issues shaping up for the 2015 session: IPM & concussions.

**II. ACTION ITEMS:** None

**III. COMMITTEE REPORTS:** None

**IV. OLD BUSINESS:** None

**V. NEW BUSINESS:** None

**VI. RESIGNATIONS & APPOINTMENTS:**

**VII. EXECUTIVE SESSION:** N/A

**VIII. ADJOURNMENT**

- Bob Ceccolini made a motion to adjourn the meeting at 11:05 a.m. Kristine Vincent seconded. All in favor 7-0.

“Connecticut Recreation and Parks Association: A Network of support for members through professional development, and resources to enhance the quality of recreation and park services in Connecticut”



CONNECTICUT RECREATION  
AND PARKS ASSOCIATION

## CRPA EXECUTIVE BOARD MEETING

October 21, 2014



CONNECTICUT RECREATION  
AND PARKS ASSOCIATION

**IN ATTENDANCE:** Rick Audet, Bob Ceccolini, Bill Engle, Cheryl Hancin, Josh Medeiros, Ben Morse, Alex Palluzzi, Jr., Kristine Vincent, and Valerie Stolfi-Collins, Executive Director

### I. RITUAL ITEMS

- **ROLL CALL:** Meeting called to order at 9:35 a.m. by Alex Palluzzi, Jr.
- **MEMBER COMMENTS:** N/A
- **APPROVAL OF MINUTES:** Bob Ceccolini made a motion to accept the minutes from the September 2014 Board of Directors Meeting. Bill Engle seconded. All in favor 8-0
- **APPROVAL OF TREASURERS REPORT:** Bill Engle made a motion to approve the Treasurer's Report. Rick Audet seconded. All in favor 8-0.
- **EXECUTIVE DIRECTORS REPORT:**
  - **Website Update:** Two rounds of logos were made and one was approved, three rounds of website mockups were given to CRPA. A home page design and two interior pages as well as the buyer's guide pages were approved.
  - **Networking Meetings:** The Executive Director attended the NRPA Conference with the President in Charlotte, NC from October 13-16. The President and Executive Director gave an update on the conference and NRPA.
  - **2014 Membership:** January-November renewals have been sent. CRPA has secured 1 new town, Warren, as a 2014 member.
  - **Board of Director Nominations:** The slate of officers was approved and the ballots were mailed to members the week of 10/13/14.
  - **Consignment Tickets:** Lake Compounce & Six Flags GAD & Group tickets have been reconciled and paid. The Science Center still needs to be finalized.
  - **2014 Events:**
    - **Golf Tournament** was held September 18, at Hawks Landing in Southington. There are 78 golfers registered & \$2,190 in sponsorships, there was only one registrant for the seminar and therefore it was canceled. Profit exceeded last year's by \$1,788.94
    - **Fall Quarterly** was held on October 7, 2014 at Nomads in South Windsor. There were 48 registrants. The event took a loss of \$332.76
    - **Conference Committee:** All sessions have been approved for CEU's with the exception of the vendor hall session. There are 85 booths registered, CRPA exceeded last year's booth sales by 7 booths. \$14,175 in sponsorships have been sold, CRPA needs to sell \$2,005 more to match last year's total of \$16,180. So far there are 184 delegates registered, CRPA needs to sell 46 more to match last year's total of 230. There were 21 awards nominations this year compared to 35 last year. The committee selected the winners on October 1.
    - **2015 Events:**
      - Winter Quarterly:** Newington Arena - February 4, 2015
      - Entertainment Showcase:** East Hartford - February 19, 2015
      - CPSI:** East Hartford - March 31 – April 2, 2015

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- II. ACTION ITEMS:** Motion to approve the new CRPA logo beginning January 1, 2015 made by Josh Medeiros. Cheryl Hancin Seconded. All in Favor 7-0 (Kristine left)



**III. COMMITTEE REPORTS:**

- **Aquatics Committee:** Josh Medeiros, Aquatics Chair provided the update: The Committee will be holding bimonthly meetings. The next meeting will be held December 9<sup>th</sup> in Westport. The 2015 aquatics event will be a lifeguard training. They will hold the supervisor course every other year and have decided to no longer hold lifeguard Olympics due to its declining numbers over the past few years.
- **Camp Committee:** The Camp Committee met in East Hartford September 24<sup>th</sup> and was very well attended. The committee will meet again November 5<sup>th</sup> in North Branford and will be discussing staff hourly rates and budgeting due to minimum wage increases and emergency plans.
- **Legislative Committee:**
  - The committee will meet later today to finalize a 2015 legislative agenda and brochure for board approval at the December meeting.
  - The Executive Director & lobbyist have met with the Safe Grounds Coalition to review the 2014 legislation and develop a plan for the 2015 session. CPA, CRPA, & CCM met to modify the 2014 bill pertaining to a DEEP advisory council to study the safety and effectiveness of both organic and synthetic pesticides and will submit it to the coalition for further review.
  - CRPA has had a member appointed to the State Concussion Taskforce, Elizabeth Mayne from Cheshire Parks and Recreation. The first taskforce meeting will be held Wednesday, October 22, 2014 at the state Legislative Office Building.
  - Revised statute effective July 1, 2014: Public Act 14-38 which will no longer require the licensing of afterschool programs and daycares run by a municipal department if they are held in any public building. (They no longer need to be in a school building)

**IV. OLD BUSINESS:** None

**V. NEW BUSINESS:** None

**VI. RESIGNATIONS & APPOINTMENTS:** N/A

**VII. EXECUTIVE SESSION:** N/A

**VIII. ADJOURNMENT**

- Bill Engle made a motion to adjourn the meeting at 11:05 a.m. Ben Morse seconded. All in favor 7-0.

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CONNECTICUT RECREATION  
AND PARKS ASSOCIATION

# CRPA EXECUTIVE BOARD MEETING

December 16, 2014



CONNECTICUT RECREATION  
AND PARKS ASSOCIATION

**IN ATTENDANCE:** Marc Blanchard, Bob Ceccolini, Frank Cooper, Bill Engle, Cheryl Hancin, Josh Medeiros, Ben Morse, Alex Palluzzi, Jr., Chris Rusack, Valerie Stolfi-Collins, Executive Director & Tom Cataldi, CPA Liaison.

## I. RITUAL ITEMS

- **ROLL CALL:** Meeting called to order at 9:37 a.m. by Alex Palluzzi, Jr.
- **MEMBER COMMENTS:** N/A
- **APPROVAL OF MINUTES:** Bill Engle made a motion to accept the minutes from the October 2014 Board of Directors Meeting. Ben Morse seconded. All in favor 9-0
- **APPROVAL OF TREASURERS REPORT:** Bill Engle made a motion to approve the December 2014 Treasurer's Report. Ben Morse seconded. All in favor 9-0.
- **EXECUTIVE DIRECTORS REPORT:**
  - **Website Update:** The website home page and buyer's guide pages were approved. Multiple interior pages have also been approved although the CRPA office needs to update and finalize content and photos and videos need to be added to the awards page and galleries. A multitude of work needs to be added to the website and therefore the launch date may need to be pushed back to February.
  - **Networking Meetings:** The Executive Director attended the CPA Annual Meeting, two Safe Grounds Coalition meetings and met with Tom Irwin to discuss the 2014 conference sponsorship and 2015 ideas.
  - **2014 Membership:** January-December 2014 & January 2015 renewals have been sent. The first half of the year has been closed out. CRPA has secured one new town, Warren, as a 2014 member & lost three towns: Griswold, New Hartford, & Roxbury.
  - **Consignment Tickets:** Lake Compounce & Six Flags GAD & Group tickets have been reconciled and paid. The Science Center still needs to be finalized.
  - **2014 Events:**
    - **Conference Committee:** There are 89 booths registered, CRPA exceeded last year's booth sales by 11 booths. \$15,790 in sponsorships were sold, CRPA sold \$390 less than last year's total of \$16,180. 241 delegates registered for the conference. CRPA sold 11 more than last year's total of 230. There were 21 awards nominations this year compared to 35 last year. 58 attendees registered for the awards luncheon compared to 61 last year. Over all (including delegates and awards tickets): 302 park and recreation professionals/volunteers attended the conference.
  - **2015 Events:**
    - **Winter Quarterly:** Newington Arena - February 4, 2015
    - **Entertainment Showcase:** East Hartford - February 19, 2015  
Small Stage and Large Stage are currently sold out, both have waiting lists. Table Tops: 14 have been sold so far, need to sell 18 more to match last year's total of 32. Ads: \$1,170 in ads has been sold so far, need to sell \$2,280 more to match last year's total of \$3,450.
    - **CPSI:** East Hartford - March 31 – April 2, 2015  
2 registrants thus far; Need 28 more to run the course; Need 2 lunch sponsors at \$600 each; MA is hosting this course in February in Dorchester, MA.

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## II. ACTION ITEMS:

- **Government Relations Contract:** Motion to approve the 2015 & 2016 Government Relations contract with Marshall R. Collins & Associates made by Josh Medeiros and seconded by Bob Ceccolini. Discussion was held. All in favor 9-0.
- **2015 Legislative Agenda:** Motion to approve the 2015 Legislative Agenda as presented by the Legislative Committee was made by Josh Medeiros and seconded by Marc Blanchard. Discussion was held. All in favor 9-0.
- **Approval of GAD & Group consignment ticket contracts for Six Flags, Science Center & Lake Compounce:** Motion to allow the Executive Director to negotiate and sign all consignment ticket contracts moving forward made by Frank Cooper and seconded by Josh Medeiros. All in favor 9-0.
- **Approval of 2015 Proposed Budget:** The Treasurer, Treasurer-Elect, President, President Elect & Executive Director (The Finance Committee) meet to review the 2015 proposed budget. The Executive Director presented the budget to the board. Motion to approve the budget as presented to the board from the Finance Committee made by Cheryl Hancin and seconded by Bob Ceccolini. Discussion was held - All in favor 9-0.

## III. COMMITTEE REPORTS:

- **Aquatics Committee:** Josh Medeiros, Aquatics Chair provided the update: The Committee will be holding bimonthly meetings in 2015. The last meeting was held December 9<sup>th</sup> in Westport. The 2015 aquatics event will be a lifeguard training. They will hold the supervisor course every other year and have decided to no longer hold lifeguard Olympics due to its declining numbers over the past few years.
- **Camp Committee:** Committee met in North Branford on November 5<sup>th</sup>. It was a well-attended meeting with over 20 people in attendance and a lot of members that are not normally active. Items discussed were emergency plans and minimum wage. The committee will meet again on January 14<sup>th</sup> at 10:00 am.
- **Legislative Committee:** Committee met on September 21<sup>st</sup> to revise and update the 2015 CRPA legislative agenda and brochure. The agenda is attached for board approval.

Legislative meetings: The Executive director met with the safe & healthy grounds coalition to discuss IPM strategy for the 2015 session concerning new leadership and draft legislation. The Executive Director will be scheduling a meeting with DEEP's pesticide management department to discuss the draft legislation. CRPA lobbyist will be scheduling several meetings with house & senate leadership and committee chairs and ranking members to discuss the issue moving forward.

CRPA's appointment to the Concussion Taskforce was finalized in September. Senator Bartolomeo appointed CRPA member Elizabeth Mayne who is a Recreation Supervisor for Cheshire Parks and Recreation. Two taskforce meetings have taken place so far. CRPA presented at the last meeting. CRPA provided an overview of how park and recreation departments function and their relationships with youth sports leagues. CRPA was clear in the presentation that we don't want our members to police youth sport leagues with regard to collecting coach certificates and that the power of the permit raises some liability concerns for our departments and their municipalities. The final meeting of the taskforce will take place on Wednesday December 17<sup>th</sup>. Issues of concern are "power of the permit", athletic trainers at each practice & game, liability to towns on policing leagues, and liability of volunteers as a hindrance to volunteering.

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**IV. OLD BUSINESS:**

**CPA Update:** Given by Tom Cataldi – CPA recently had its Annual Meeting in Waterbury where they installed a new board of directors. This board will be in place for the next two years. For the first time they had more nominations than positions, therefore ballots were sent to all CPA members.

**V. NEW BUSINESS:** None

**VI. RESIGNATIONS & APPOINTMENTS:**

Alex Palluzzi, Jr. made a motion to accept the resignation of CRPA Director at Large Rick Audet. The resignation letter was read to the board. Seconded by Cheryl Hancin. All in favor 9-0.

Alex Palluzzi, Jr. made a motion to appoint Bob Ceccolini to serve the remainder of the vacated term (1 year) per the CRPA bylaws. Seconded by Marc Blanchard. All in favor 9-0.

**VII. EXECUTIVE SESSION:** Alex Palluzzi, Jr. made a motion to enter executive session at 11:26 a.m. Cheryl Hancin seconded. All in favor 9-0. Cheryl Hancin made a motion to end the executive session at 11:50 am Josh Medeiros seconded. All in favor 9-0.

Marc Blanchard made a motion to accept the Executive Director’s performance review as presented by Alex Palluzzi, Jr. Chris Rusack seconded. All in favor 9-0.

**VIII. ADJOURNMENT**

- Bob Ceccolini made a motion to adjourn the meeting at 11:51 a.m. Frank Cooper seconded. All in favor 9-0.