



MRPA
MARYLAND RECREATION AND PARKS ASSOCIATION

**2019-2020 MRPA Board & Council
Fourth Quarter Report: Spring 2020**

Due to the COVID-19 pandemic, MRPA Annual Conference was rescheduled from April to October, and this report is usually provided in-person at conference during the membership meeting. The MRPA fiscal year/term usually starts and ends at Conference, but new Board members were sworn in on April 16.

Executive Director and MRPA Office Reports- Executive Director is the Managing Director of MRPA who reports to the Executive Board. Responsible for designing, developing and implementing strategic plans in collaboration with the Executive Board. Supervises operations of the MRPA Office and staff.

**Chuck Montrie, Executive Director
Adrienne Varieur, Office Manager
Armeana Street, Members Services Associate**

Pre-Covid 19

- Preparing for upcoming ticket season
- Preparing for upcoming conference
- Celebration of Awards Ceremony held (2/27)
- Special Events Summit held (3/2)

Post Covid-19

- Teleworking; staff has occasional visits to MRPA office
- Conference moved to October 2020
- Ticket Distribution meeting has been postponed indefinitely
- All workshops/events/PLCs have been postponed indefinitely
- Board of Directors meeting held via TEAMS in March
- Agency directors were surveyed regarding open/closed facilities
- MRPA opened ZOOM account in anticipation of starting weekly Agency Directors calls in April along with Board of Directors and Executive Council meeting
- Staff is working on updating the website, including Buyers Guide/Directory and updating database (membership rosters).
- We are holding weekly staff meetings via ZOOM and weekly calls with Agency Directors via ZOOM.
- We will continue to disseminate the Weekly Update

Executive Board Reports- *Elected Officers of MRPA. Responsible for the overall business of the Association, as well as oversight of the MRPA Office (Executive Director and Staff).*

President- Holly Harden

I am very grateful for all the efforts put forth this quarter. From the innovative Special Events Summit to the wonderful Celebrating Excellence Awards luncheon and Silent Auction it has been an eventful time.

As much as we love to gather and celebrate, I have I have been deeply moved by the efforts of Recreation & Parks professionals across the State who have provided hope and essential needs during this time of crisis. The value of parks has never been more evident. Recreation and Parks is a truly unique field and I am very grateful to be part of this great family.

I am deeply appreciative of the Conference Committee leadership and MRPA office staff as they quickly moved to reschedule the 2020 conference. I would like to thank the entire Board and Council for their efforts this year. I am extremely proud of the accomplishments of this dedicated group. Our final meeting was held online. As we joined together from our offices and dining rooms, we shared how we are all adapting to this new normal. This year was truly unique from hosting the national conference in Baltimore to adapting to teleworking and social distancing. I look forward to the time when we can again gather and celebrate.

President Elect- John Nissel- no report

Past President- Carolyn Muller

- Congratulations to all our newly elected officers. Thank you to all who ran for office and all who voted!
- Thank you to all committees who submitted their SOPs, this will be very helpful for the incoming committee chairs to continue the good work you have done.

Vice President- Jake Chesnutt- no report

Treasurer/Treasurer Elect- Carla Benavides/Karen Warnick- no report

Secretary- Terri Hilton- no report

PARC Branch (Park and Resource Conservation)- Kelly Ketzenberger, Chair

- Our Branch records have been updated and completed this year. This includes our list of Tree Hugger awards dated back to 1979.
- Heather Johannes was able to get us organized and get our PARC Branch logo put on shirts. We are just trying to locate a suitable example for the printer (should be soon!)
- Thank you to Lynn Gulley for organizing our October Tour to Bladensburg Park. Due to many extenuating circumstances this was our only event this year but we have plans and are hoping for an exciting year coming up!
- PARC Branch notes and agendas are on the MRPA Blog. Please check there for current updates!

RALS Branch (Recreation and Leisure Services)- Ashley Gibbs, Chair- no report

TR Branch (Therapeutic Recreation)- Nick Johnson, Chair

- The Branch last met March 10th at the Northeast Community Center in Calvert County.
- The Branch continues to work on its Strategic Plan for the 2020/21 year.

- During the 2019/20 year, the Branch met 5 times and traveled to different areas of the state to reach out to its diverse body of members.
- The Tommy Ross scholarship funded recreational activities for two participants during the 2020/21 year.
- In celebration of the 30th Anniversary of the passing of the American's with Disabilities Act, the Branch is an ADA training in 2020, possibly for the Summer General Membership Meeting.

Committee Reports- *Committee Chairs are members of the Executive Council. Each Committee report lists the Chair(s), a brief description, and the quarterly highlights.*

Awards- **Matt Purkins and Corey Smith, Co-Chairs- no report**

Recognizes members for a variety of MRPA and Branch awards; quarterly and at the MRPA Annual Conference. Evaluate and recommend changes to the awards as warranted.

Conference- **Mike Coppersmith and Emily Lawrence, Co-Chairs- no report**

Plans the MRPA Annual Conference for professionals, volunteers, board members and vendors from across the state and region. Offers a variety of educational sessions and networking opportunities, and acknowledges outstanding accomplishments of both departments and individuals.

Finance- **Michele Potter, Chair- no report**

Monitors MRPA's long-range financial plan, advises the Board on financial matters, prepares periodic reports on the association's investment funds, and works with the executive director and accountants on audits, reviews and overall management.

Legislative- **Kathy Burley, Chair- no report**

Develops a network and procedures to track and monitor state-wide legislation prior to and during the Maryland General Assembly session. Develops a list of issues and concerns, communicates issues to the appropriate parties, and leads discussions to develop a course of action, including testimony strategy.

Following legislation is being followed or anticipated:

Leadership Institute- **Jennifer Jennings and Todd Johnson, Co-Chairs**

Develops future leaders who will take on leadership positions within their organization and in the Maryland Recreation and Park Association. Reviews applications and selects cohorts for a 6-month program focusing on several areas of leadership development.

Leadership Institute has wrapped up its 2020 program. February brought us to the College Park and Aviation Museum. Sue Simmons spoke to the class about "Professional Ethics". Using class interaction, role playing and Sue's enthusiasm the class gained many useful information and tips to improve their Recreation and Parks career. The class also had a professional tour of the facility. They were engaged as they learned about the history of the airport, artifacts in the museum and the newly learned career opportunity in Recreation and Parks.

March led us to the Auditorium in Takoma Park. After 6 months of preparation the participants presented their final presentations. The class was divided in 5 groups and each group creatively presented on various subjects that pertain to Recreation and Parks. Their hard work and brilliant presentations were judged and critiqued by Maureen Daugherty, Darryl Wyles and Debbie Huffman, and the judges gave the individual groups feedback so they could present again at the MRPA conference. We were lucky to enjoy an opening speech from Betsey Thompson, creator of the Leadership Institute. She spoke to the class as well as their supervisors and co-workers about the concept of the

program, the man Rich Stevenson in which she named the program and encouraged the class to use the learned skills from the past 7 months to grow in their professional careers!

Marketing and Communications- Anna Hunter and Cara Marshall, Co-Chairs- no report

Promotes general membership meetings and workshops, MRPA news and information, training and education programs, networking and social events, and the annual conference.

Member Engagement and Outreach- Alexandria Wilson and Wendy Donley, Co-Chairs- no report

Focuses on membership retention and new member recruitment. Fosters development of a professional network and opportunities for "Young Professionals" ages 21-35. Identifies, communicates and evaluates membership benefits and fees.

Professional Certification Board- Karen Haseley, Chair

Approves CEUs for workshops and MRPA Annual Conference educational sessions.

CEU Applications Under Review:

- All applications are on hold due to coronavirus.
- Transition from Staff to Supervisor (Recreation University - postponed)
- Most Conference sessions were approved, but due to postponement of conference, process has not been completed yet.

Reviewed and approved CEU applications:

Leadership Skills for Non-Leaders (Speakers Bureau, 4/30/20 postponed) .2 approved

Director's Summit 2/19/20:

- Relational Leadership Sessions .8 approved
 - Know Thyself: Conflict Transformation & the Enneagram
 - Relational Mindset as Pathway to Effective Negotiation and Conflict Transformation
 - Relational Skillset as Pathway to Effective Negotiation and Conflict Transformation

Special Events Summit 3/2/20:

- A Night at the Museum: Planning Successful Events in Protected Places .1 approved
- Building Your Event Safety Plan .1 approved

Recap of 2019-2020 CEUs:

Total Applied:	12.2	Total Cancelled:	.8
Total Approved:	11.95	Total Denied:	.25

Board Goals:

- **Improve online CEU form to minimize number of CEU applications needing edits**
Completed - included helpful tips for individuals filling out CEU application, particularly regarding measurable verbs, needs assessments and outlines. Also made the measurable verb list alphabetized. Also made a checklist for the MRPA sponsoring organization. Other edits have been submitted but since no applications are currently be submitted to COVID-19, edits have not been made yet.
- **Complete SOP for CEU and Board procedures: Complete**, updates were submitted on 3/26/2020.
- **Work closely with Conference Education Committee to get CEU process more streamlined**
The working CEU form was duplicated and was the first 2 pages of the conference application. It is important to note that going forward, the current CEU form should always be used as part of the conference speaker application form.

Participated in Conference Education Committee meetings and Board and Council meetings.

Board Members: Chuck Kines, Di Quynn-Reno

Professional Learning Communities- Carrie Sprinkle and Derrick Thompson, Co-Chairs- no report

Facilitates Professional Learning Communities (PLCs) and works with members to identify new topic areas. PLCs are opportunities for members to join together to discuss hot topics, share best practices, and develop a network of fellow professionals in related positions and areas.

Professional Standards- Steve McCoy and Wanda Ramos, Co-Chairs- no report

Promotes and encourages professional certification among the membership through educating agencies and individuals on the value and availability of continuing education opportunities.

Scholarship Committee- Lisa Carroll and Amanda DeFilippo, Co-Chairs- no report

Reviews applications and recommends scholarship opportunities and criteria. Scholarships may be available for trainings, MRPA and NRPA annual conferences, the Leadership Institute, and other trainings, certifications and internships that benefit the individual and MRPA.

Sponsorship and Resource Development- Nancy Pfeffer and Susan Potts, Co-Chairs

Raises funds for MRPA, including funding scholarships and paid personnel, which may be appointed by the Board of Directors. Works with volunteers to coordinate golf tournaments, silent auctions and other activities for the benefit of the association.

2019-2020 Goals

Summer General Membership Meeting Crabby Ball Drop	July 2019	Completed – Jul 2019
Create Sponsorship award opportunities (all Branches)	Fall 2019	Completed – Feb 2020
Resource Fair for day camps -	Fall 2019	Completed – Dec 2019
Silent Auction/ Showcase awards	Feb 2020	Completed – Feb 2020
Increase vendors for conference	Mar/Apr 2020	Completed – Jan 2020
Other ideas:		
Buffalo Wild Wings Night		
Work with Phil on Golf Tournaments & Lottery Tickets		

This year was a good year for the Resource Development & Sponsorship Committee, we were able to provide the following for MRPA membership:

- Sponsors for 95% of our Professional Learning Communities
- Had our first summer camp resource fair with 34 vendors and 100 participants
- Secured sponsors and donations for the silent auction at the Showcase awards, making over \$1500
- Secured Crown Trophies as our official awards sponsor for 2020
- Worked with city of Gaithersburg to secure sponsors for the special events summit.
- Secured a sponsor for a free escape room for conference
- Secured a sponsor for free decorations for conference parties.
- Worked with the conference committee to add additional vendors for conference.

Technology- Edwin Rivera, Chair- no report

Explores new technology to facilitate the objectives of MRPA, the Board and Council, and the membership. Identifies areas where MRPA can utilize technology to have greater impact on our members, and assists with training on new technology and facilitating any transitions.

Training and Education- Jennene Blakely, Chair

Coordinates training opportunities for members. Promotes professional certification through nationally recognized certifications (CPRP, etc.). Creates educational tracks/modules for our members, including Programming, Parks Maintenance, Supervision and Leadership, and Budget & Finance.

Goal 1: Implement a Programming/Recreation/Parks Certification Program for Entry Level employees
Status: Sixth session was approved for Continuing Education Units. Session 4 was cancelled due to a last-minute illness. The last two sessions are being postponed due to the Coronavirus pandemic. Committee chairs are considering postponing the training or finding an online option.
Ten attendees from Baltimore City had signed up for the workshop “Transitioning from Staff to Supervisor”

Goal 2: Plan 1-2 Summits (Special Event & Marketing / Programming / Leadership / Etc.)

Special Events Summit was on March 2, 2020

84 registered attendees- The event itself drew a unique crowd of NEW agencies and people (Smithsonian American Art Museum, Baltimore Museum of Art, the Liriodendron Foundation, The Maryland Zoo, Town of Mount Airy, Sarah’s House, Simply Fresh Events, Johns Hopkins University, City of Frostburg Parks and Recreation, BlackRock Center for the Arts, and many municipal agencies!)

Thank you to our Sponsors: Dawson’s Market, Carbone Entertainment, TempPower, Allied Party Rentals, Cornerstone Productions, Freestyle Booking & Events, Mayorga Organics (Coffee) and Long Fence – Vendors were very satisfied with the number of event planners they talked to (felt it was a worthwhile day)

BIG THANKS goes out to the Planning Committee for this event Carolyn Crosby, Jennie Cottrell, Christine DiGioia, Rachel Hall, Holly Harden, Chuck Montrie, Lauren Neal, Nancy Pfeffer & Adrienne Varieur for all of their hard work and commitment to making sure this event was successful!

60% were extremely satisfied (100% were satisfied) with the event

100% felt the information was useful for their job

In general – attendees liked the speakers but wanted more options, especially those around smaller, center events.

Future Summit Ideas- Diversity and Equity

Goal 3: Create and evaluate Standard Operating Procedures

SOP was finalized and sent to Past-President and incoming Training & Education Chairs on March 25th

Speakers Bureau

Marketing Plan was developed by January 2020 by Laura Wetherald to include, social media, and outreach marketing to each agency.

Spring training scheduled in April with Maureen Dougherty (customized topic)

Miscellaneous Updates

Incoming Training & Education Chairs – Tara E. Stewart and Shawn Beaumont - Transition meeting scheduled for April 3.

Calendar most up-to-date on the MRPA website