

New England Park Ranger Association Board Meeting

Date of Meeting: Wednesday, June 20, 2007

Location of Meeting: Great Brook Farm/School House in Carlisle, MA

Present:

- Dave Townley – President
- Steve Carlin – Vice-President
- Susan Survillo– New Secretary
- Joan Townley – Treasurer
- Lisa Carlin
- Liann Graf – Member-at-Large
- Alex Hall – Member-at-Large

Not Present:

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- Jeff Mangum – Member-at-Large

Minutes of Meeting:

Secretary's Report:

- Northern Woodland Magazine (replacement for Natural NE) will consider having all members receive a year's free subscription. Susan needs to send an updated excel version of membership mailing by August to the magazine. The first magazine addition will be fall.

Treasurer's Report:

- Balance still: \$2,523.96
- Consider sending membership and conference fees directly to Joan's home address. Susan recommends waiting for a couple of months, once marketing push is mailed out.

Website Report:

- No update.

Conference Review:

- Review checklist
- Add price of conference membership vs. non-membership
- "critical planning stage" coming close
- next meeting tackle 3 months list

By-Laws:

- Review old version and make suggested changes. Susan will send updates via email to board.
- 02133 correct zip code
- Good standing? Define or remove
- Supporting members receive membership privileges, but not right to vote. They would be pay membership fee for conference.
- Bond \$. Lisa said she would look into this...
- Code of ethics?
- Conference vs. training vs. board, what is the difference? Steve suggests to stay within by-laws separate agenda to reflect board, conference and training meeting.
- Fix format, some typos!
- Minimum age should be 18: is there a membership liability if they are under 18?

Membership:

- Memberships (renewals and conference.)
- Secretary forward list to board
- Group/agency vs. individual

Marketing:

- 2see notes from past meeting
- the new form? Not done yet.
- Put time limits on 2 vs. 5 new members, ex. Conference to conference = one year? Limited time offer? We can choose the time frame.
- Send out special email
- Time frame now up to day of conference?

Brochure:

- Deferred until winter.

Logos/clothing:

- Steve will ask Jeff about status

Training:

- Alex is going to look into ATV training

Social Event:

- Steve asks could we host a social event along with ATV training
- Host the event mid-late September/

New Business:

- Alex asked if it is possible to meet every other month, but board recommends “no.”

Next Meeting:

Wednesday, July 25, 2007

6pm Great Brook Farm/School House

Carlisle, MA

Next meeting discuss:

Susan's projects/assignments:

- Send updated by-law version to board
- look for information regarding 2006 conference menu
- “save the date” created on html? Or regular email
- draft letter for marketing/targeting membership
- change/create new membership form including agency fee break downs
- send out special email “new membership” incentive
- create and email updated board contact list
- send updated membership list

Steve:

- Contact Jeff status on clothing