

**California Park and Recreation Society
District II Hall of Honor Committee**

Minutes

**August 18 ,2015 - 1:00 pm
Cordova Recreation and Park District
Hagan Community Park
2197 Chase Drive, Rancho Cordova, CA 95670**

Chair, Barry Trute called the meeting to order at 1:15 pm

Roll call: Patrick Larkin, Terry Jewel, Barbara Wackford, Kelly Gonzalez, Debby Walker, and Sandi Kukkola were present.

#1 Welcome and Introductions

#2 Approval of June 23, 2015 Minutes.

A motion was made by Terry Jewel and seconded by Barbara Wackford to approve the June 23, 2015 minutes. Approval was unanimous.

#3 Additions to the Agenda.

Patrick Larkin asked to an update on the CPRS Foundation information he received. This will be discussed under item #7 Budget.

#4 Timeline. Chair Barry Trute reviewed the timeline. The awards and installation banquet is scheduled on February 24, 2016 - 11:30 am at Woodcreek Oaks Golf Course. The Installation of the D2 board is generally held at least two weeks prior to the CPRS conference so the District 2 President is installed and represents D2 at certain functions.

Other changes were discussed and noted. Barry will update the time line as discussed.

#5 CSUS Graduate Studen Project - Barry Trute

- **Collection of individual and agency historical information - Bob Overstreet**
- **Oral History on William Pond**

This item will be continued at the next meeting

#6 Discuss website updates related to the Organizational Chart.

The following committee members are reminded to submit their biography and photo for the website Patrick Larkin, Harry Halverstadt, Kelly Gonzales, Sandi Kukkola, Debbie Walker, Wayne Lowery, Dave Mitchell and Ron Suter.

#7 Review 2014/15 HOH Budget - Patrick Larkin

Barry announced that Robert Goss solicited and received a \$1,200 donation from Musco Lighting for District 2.

The Park Expo, on September 18, 2015, at Elk Grove Park will raise additional money for the scholarship fund. Donations will be requested from vendors at the Expo.

Patrick added that he connected with the CPRS Foundation. The foundation was asked to hold scholarship and HOH funds to allow donations to be tax deductible. The answer was yes, but the HOH committee needs to follow specific guidelines. If the HOH chooses to use the foundation we need to contact Jennifer Lu, the CPRS Foundation Chair, at Foster City to set up an account. The committee will need to present a proposal on how we would interface with the Foundation.

The HOH is an education tool for the entire community (D2). Terry Jewell suggestion this item come back to the committee in September. Sandi will put together some information specific to the HOH for discussion.

#8 Long Term Business Plan - Bob Overstreet

This item will be continued at the next meeting.

#9 Succession Planning - Ron Suter

- **Review and discuss job descriptions for member of the HOH Committee Members**
- **Elect new officers and subcommittee chairs**
 - **Chairperson**
 - **Finance Officer**
 - **Recording Secretary**
 - **Nomination Subcommittee Chair (Awards)**
 - **Public Relations/Outreach Subcommittee Chair**
 - **Induction Banquet Subcommittee Chair**
 - **Historian/Archives Subcommittee Chair**

Barry asked all committee members to look at the job descriptions and provide feed back

Barbara offered to act as Nomination Committee chair in regards to officers and subcommittee chairs. This item will be continued at the next meeting.

#10 Emeritus members - policy development

Barry said that as president he took the initiative to add Jeff Dubchansky and Jerry Fox.

Debby Walker indicated a desire to identify all past committee members.

This item will be continued at the next meeting.

#11 New member orientation development.

This item will be continued at the next meeting.

Items to identified for the next HoH Agenda:

- Website additions to include meeting minutes and other material to be identified.
- Collection of Agency History

#12 The meeting was adjourned at 2:05 pm.

The next meeting is scheduled for September 15, 2015 beginning at 1:00 pm at Hagan Community Park in Rancho Cordova.