



Virginia Recreation & Park Society

An Affiliate of the National Recreation and Park Association

Senior Resource Group Meeting

Board Meeting Minutes: Conference call meeting on September 14, 2018; Call to order at 10:06 a.m.

Attended by: Adriana Carr, Cheryl Wheeler, LaTanja Jones, Karen Brutsché, Debra Foster, June Snead, Jessica Vasquez, Jane Shelhorse

Approval of August Minutes: Karen motioned to approve August meeting minutes; Cheryl seconded.

Treasurer's Report: No treasurer's report available.

VRPS Liaison: Jane said that the VRPS board has not met recently. They have a conference call on Thursday, September 20th to elect the next president.

Old Business:

Lunch Arrangements:

Karen said that most lunch orders for the SRG Conference has been received. As of right now, we currently have 39 people registered to attend the conference. Jane said that we can change the orders up until the day of the conference. Adriana said that we should include the current VRPS President and guest and keynote speakers in the lunch count as well.

The lunch options are: ham & cheese, turkey & cheese or veggie subs. All condiments for the sandwiches will be placed on the side. Jane will purchase chips and drinks from BJ's for lunch.

Conference Check List:

June will pick-up conference box and bags for delegates from the VRPS main office prior to the SRG Conference.

Jane proposed that we do not give out gift cards gifts for the speakers. Debra seconded. Gift baskets and thank you cards will be given out in lieu of gift cards and/or money.

Adriana will bring extra registration forms and the conference program. **June** will review the program for edits and changes.

Daniel will be responsible for bringing CEU forms and evaluations. Cheryl mentioned that Survey Monkey is a good tool to use to receive evaluations for the conference.

Cheryl will be responsible for retrieving the speaker bios for the conference. Adriana will forward session proposal forms to Cheryl.

LaTanja will donate pens for the delegate bags. Karen said that she may have universal chargers to donate as well. She said that she also has insulated cups for the speakers and 50 flashlights for the delegate bags.

Adriana will distribute save-the-date information for the 2019 Annual Conference that will be held in Northern Virginia. She said that we can also advertise next year's SRG Conference.

Five door prizes will be needed for the conference. **Adriana** will bring raffle tickets that will be distributed as they enter their rooms for each session. **Jane** will research what she can provide.

Karen will purchase breakfast items for the conference. Adriana will send Jane questions for the lunch time conversation activity. She will also send out emails to the delegates to bring their program calendars as conversation starters and/or icebreakers.

Adriana will review the session proposals to ensure the use of projectors and laptop for sessions.

Debra will coordinate an icebreaker activity that will be used during lunch using the 2018 SRG Conference logo.

SRG will meet up at 3:00 p.m. on Thursday, September 27th to assemble delegate bags and prepare for the conference. On Friday, September 28th the group will meet up at 7:15 a.m. the day of the conference.

Conference Room Monitors and Other Assignments:

Registration – June Snead and Judith Mangilin

Introductions & Announcements – Adriana Carr

Session #1 – Debra Foster

Session #2 – Judith Mangilin

Session #3 (keynote) – Adriana Carr

Welcome to Fredericksburg – Jane Shelhorse

Session #4 – Karen Brutsché

Session #5 – Jane Shelhorse

New Business:

Vote to Appoint Kim Graves:

Kim Graves is interested in being Co-Chair elect for 2019 SRG board. This will be discussed further during the 2018 Annual Conference. LaTanja offered to take the Co-Chair elect position for 2019; A new Secretary/Reporter will need to be appointed – this position could possibly work for Kim since she is new to the board.

SRG Conference Program (update):

Adriana expressed that Aaron Reidmiller, VRPS President, stated that he is interested in assisting with the Pickle ball workshop during the conference.

Virginia Senior Games

The Senior Games will be held in Henrico in May 2019; they will be able to provide limited staffing but will need SRG to take on the wellness expo booth at the games. Karen said in the past they allow vendors to set-up tables and there is also a party involved as well. She thinks the group would be able to do the event easily without a lot of outside planning. Vendors consisted of government organizations and commercial businesses, a total of 25 vendors. VRPS also distributed awards during the event as well. Jessica mentioned that she is on the Arlington County Fair Board and has experience with organizing vendors for the event. VRPS board would like to know if the SRG board would be able to take on this task. The group voted to help with this task during the Virginia Senior Games.

Close

ACTION ITEMS:

- **Adriana** will send out email for the SRG meeting to be held at the 2018 Annual Conference in Henrico.
- **LaTanja** will remove Janice Myrick and Hope Lomax-Jones as Members-At-Large from the SRG board.

Adjourned: Karen motioned adjourn the meeting – June seconded. Meeting was adjourned at 11:15 a.m.

Next meeting dates: Conference call will be held on Friday, October 12, 2018 at 10:00 a.m.

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