

**VRPS Western Service Area Meeting**  
Minutes - November 8<sup>th</sup>, 2015 at VRPS Annual Conference  
Albermarle Hall, Hilton Virginia Beach Oceanfront

**Call To Order**

The regular Western Service Area meeting was called to order by Claire Richardson at 5:47pm.

*In attendance were:*

*Elkton* - Diane Johnson, Allison Morris

*Harrisonburg* - Stephanie Howard, Lynn Hoy, Matt Little, Tucker Thigpen, Ashley Tobe, Stephanie Wimer

*Rockingham* - Ashley Adams, Nicole Farr, Ashton Rawley, Howard Taylor, Tim Weaver

*Shenandoah* - Teresa Funkhouser, Jered Hoover, Brandi Rhinehart, Ben Stine

*Staunton* - James Corbett, Steve Devenny, Claire Richardson, John Snyder, Steven Taetzsch

*Nelson* - Emily Harper

*Orange* - Tim Moubray

*VRPS Liaison* - Katey Legg

*Winchester* - Tim Hoy

*Waynesboro* - Stephanie Seltzer

*Special Guests* - Cecil Gilkerson, Jim Stutts

**Approval Of Minutes**

September minutes have not been approved yet.

**Chairperson's Report**

Chairperson, Claire Richardson, reported the following:

- 1) The next WSA meeting is TBD in either January or February of 2016.
- 2) The VRPS WSA Website has not been updated recently. Would like for someone to take over managing the website.
  - a) Ashley Adams volunteered and will begin managing the VRPS WSA Website.
- 3) We need to start thinking of fundraising ideas.
  - a) Harrisonburg Parks and Recreation suggested holding a 2016 Summer Games Bonanza for fundraising.
  - b) Shenandoah County Parks and Recreation suggested hosting a Softball or Disc Golf Tournament for raising WSA funds.

**Treasurer's Report**

Claire Richardson reported that the WSA had \$618 in September and gave \$300 to VRPS for the Annual Conference socials. The WSA has a remaining balance of \$318 as of 11/08/2015. The remaining balance will be put towards scholarships for WSA members for the 2016 Annual Conference or the 2016 LTI, Leadership Training Institution.

**VRPS Board Liaison Report**

Katey Legg reported on the following items:

- 1) WSA offered three \$100 scholarships for the 2015 VRPS Annual Conference for WSA members.
- 2) Suggest we choose to use the remaining WSA balance towards scholarships for the 2016 VRPS Annual Conference.
- 3) Offered to be the WSA 2016 Liaison if need be. Would like to thank Claire Richardson and the WSA members for their contributions to the WSA in the past year.
- 4) Each service area will need to submit a budget coming up, including expenses for social events.
  - a) Lynn Hoy made a motion for putting the remaining WSA balance of \$300 towards scholarships for the 2016 VRPS Annual Conference. Teresa Funkhouser seconded the motion. Motion was approved.

### **Committee Reports**

- A. *Membership* - Notify Steve Taetzsch of any new employees so they can be given a VRPS welcome packet.
- B. *Nominations* - Beginning in January of 2016. Claire Richardson of Staunton Parks and Recreation was elected to serve as the WSA Chairperson. Ben Stine of Shenandoah County Parks and Recreation was elected to serve as the WSA Chair-elect. Ashley Adams of Rockingham County Parks and Recreation was elected to serve as the WSA Secretary/Treasurer.
- C. *Education* - LTI, Leadership Training Institution is an excellent and very beneficial workshop for all WSA members. The LTI will be held at Wintergreen Resort in April of 2016. Last year there was a wait list, register early.
  - a. VRPS Executive Director, Jim Stutts, reported that there are six 50% tuition scholarships available for the 2016 LTI. This is an all-inclusive workshop (i.e. lodging and meals).
- D. *Social* - No report.
- E. *Awards* - No report

### **Resource Groups**

Resource group were not reported on.

### **Next Business Meeting**

The next business meeting is TBD in either January or February of 2016.

### **Announcements**

VRPS Liaison, Katey Legg, reported that even if she is not the WSA 2016 VRPS liaison she is still available to contact for any questions or support.

### **Meeting Closure**

Meeting was adjourned by Chairperson, Claire Richardson, and seconded by Jered Hoover at 6:15pm.