

CARA Minutes

Date & Time: April 21, 2010 10:00am

Host & Location: City of Lakewood, Link Recreation Center

- I. **Recognition of Host:** Jill thanked Jayna, Katie and the City of Lakewood for hosting this months meeting
- II. **Roll Call: Full Members (28):** APEX, Arapahoe, Brighton, Castle Rock, Columbine Knolls, Colorado Springs, Commerce City, Denver, Edgewater, Englewood, Estes Valley, Evergreen, Golden, Greeley, Highlands Ranch Metro, Hyland Hills, Lafayette, Lakewood, Longmont, Northglenn, Parker, Pueblo, Reunion, South Suburban, Superior, Thornton, Wheat Ridge, Windsor

Associate Members (1): Sterling
- III. **Associate Member Updates:** The Town of Sterling received another \$1M for their Library from their generous donor.
- IV. **Introduction of Guests:** Jayna introduced Mike Barney, the new Recreation Manager for the City of Lakewood.
- V. **Approval of Minutes:** Bob Bullock (Parker) motioned and Mike Sexton (Pueblo) seconded that the March minutes be approved as submitted. Motion passed.
- VI **Reports and Discussions:**
 - A. **Adult Sports – Lenore Knox (Boulder):** no report – there will be a short meeting after the May meeting.
 - B. **Gymnastics – Misty Gowdy (Commerce City):** Gymnastics committee is doing very well. We have updated our website and posted our meet time schedules and meet assignments for our members to easily print and distribute to their participants. We are working on our t-shirt and shorts designs and will be taking those orders soon. We ordered ribbons for our boy’s league. I am working on updating our CARA gymnastics handbook. Alan had it formatted very beautifully, unfortunately it is in a program that nobody else has so updating it as we go is difficult. I have typed it into a word document (most people have office products) and that will make it easier to pass it on to new board members easy. That way they can keep it a working document that they can easily update and change as we go. I took out all the information that changes annually (because we post all of that on our website anyway and I did not want there to be any confusion), and left all the information that we do not have posted elsewhere. I also took out our routines (they change every 4 years);

those are also easily accessible on our website. Kristen Larington (our Co-Chair) is currently proofing it and as soon as it is finalized I will forward it to you and get it posted on our website to replace what we currently have there. Our first meet weekend is May 1st (just right around the corner and we are all looking forward to an exciting season).

- C. Hershey Track – Marc Rademacher (Ft. Collins):** Reed reported for Marc – please sign up on the Hershey website to host a meet if you have not done so. Bob Bullock asked if we could use the Hershey logo on participation ribbons – absolutely.
- D. Tennis – Michele Crouse (Apex):** the committee is progressing. This Saturday, April 24 there is a Quick Start clinic – Frank Adams is the clinician. There are a couple of new agencies that will be participating in CARA Tennis this summer. The next committee meeting is May 12 at 10:00am in Golden.
- E. Track – Reed Davis (South Suburban):** the mandatory coaches meeting is May 26 at 6:30pm at the Broomfield Recreation Center, 280 Lamar 80020. If you plan on having a CARA Track team participate in 2010, a representative from your organization needs to be at the meeting. If you have any suggestions for sessions or topics for the coaches meeting, please contact Reed. Also, please get your money into CPRA as soon as possible.
- F. Youth Volleyball – Nicole Stehlik (Castle Rock) –** we are half way through the season – it is going well. You can still register teams to play tournaments. Please get your rosters in to Nicole as soon as possible.
- G. Youth In-Line Hockey – Becky Richmond (Golden):** the league started playing games the end of March. The end-of-season tournament is scheduled for May 1 & 8. There are 200 participants, 18 teams and 5 agencies participating this season.
- H. Youth Sports – Bobby Warner (Windsor):** The survey results are up on the CPRA website. The volunteer coach application will be out soon. Please be thinking of Conference session topics.
- I. PP&K – Mike Sexton (Pueblo):** May 3rd the website will be up and running – you can register for your local PPK competitions after that date – <http://www.nflppk.com/>. Mike will meet with the Broncos next month and have more information later.
- J. NSC – Brian Magnett (Northglenn):** no updates

- K. RSC – Katie Kilbey (Lakewood):** passed around the list of local competitions for inspection – please make changes as need be. She will pass out game tickets, certificates, ribbons and posters after the meeting. Please take only what you need, so we can save budget.
 - L. Fundraising – Marc Rademacher (Ft. Collins):** Reed suggested that we have a corn hole (bean Bag toss) tourney. There was discussion.
 - M. Financial Report – Jayna Lang (Lakewood):** the current budget is attached with this e-mail. Please pay monies owed as soon as possible and keep expenses to a minimum to help with the budget this year. Memberships are down and registrations to Conference are expected to be lower again this year.
 - N. CPRA Update – Dana Redford (Loveland):** Jill reported that the Conference committee will meet next week. We are working on putting together a CARA person of the year award. There is still time to sign up for the Leadership Forum in Evergreen on May 6 & 7. Michael Shellito, City Manager of the City of Roseville, CA is the presenter. Mike Duvarney with Skyhawks told us about Michael Shellito – he is a very dynamic speaker. Skyhawks will provide a couple of scholarships to go to this CPRA Leadership Forum.
- VII. Unfinished Business:**
- A. LAX – Interest form** – we got enough interest to form a committee and will meet after the May meeting.
- VIII. New Business: None**
- IX. Discussion Items:**
- A. Part-time/seasonal time cards** – Bobby from Windsor asked how other agencies handle part-time and/or seasonal time cards. Lakewood accepts e-mails as time worked. In Parker they have to physically sign for their time worked. Golden has a phone system if they need to change or add time. Most other agencies had typical time sheets/cards that were filled out and signed as they work. There was discussion.
 - B. Recycling/composting bins at Parks/ballfields** – Longmont asked if other agencies are putting recycle and/or compost bins at their parks and/or ballfields. No agency in attendance does.
 - C.** Lakewood asked if anyone has a contact for NEVCO scoreboard repair. Jill said that she has the knowledge to repair most NEVCO scoreboards and control panels.

X. Announcements and Door Prizes: The City of Lakewood has a temporary/part-time year round opening for a Volleyball Programmer.

Everyone in attendance got a prize to take home (if they wanted).

XI. Next Meeting: May 19, 2010 10:00am – City of Loveland

XII. Adjournment: Becky Richmond (Golden) motioned and Nicole Stehlik (Castle Rock) seconded that the meeting be adjourned. Motion passed. Meeting adjourned at 10:50am.

Respectfully submitted,

René Kingsley