



**California Park and Recreation Society
District 2 Hall of Honor Committee**

Minutes

**October 20, 2015 – 1:00 p.m. to 2:30 p.m.
Cordova Recreation and Park District
Hagan Community Center
2197 Chase Drive, Rancho Cordova, CA 95670**

Members present –

- Robert Goss
- Harry Halverstadt
- Terry Jewell
- Sandi Kukkola
- Wayne Lowery
- Bob Overstreet
- Barry Trute
- Barbara Wackford
- Debby Walker
- Charlie Willard

Members absent –

- Kelly Gonzalez
- Patrick Larkin
- Judy Quattrin

Welcome and Introductions

Chair, Sandi Kukkola, called the meeting to order at 1:00.

Approval of September 15, 2015 minutes

Motion to accept the minutes with corrections (Bob), seconded (Terry), motion carried.

Chair Sandi made a short announcement that due to commitments associated with his work, Dave Mitchell could no longer serve on the Hall of Honor Committee. She said he was sorry but was honored to be asked to participate in the Committee.

Additions to the Agenda

None

Review Timeline

Sandi updated the timeline and provided copies to the group. Discussion followed. Debby suggested that the development of the storyboards be moved to November to coincide with the nomination of the new inductees. She noted that the storyboards fuel the plaque

information and that the sooner the storyboards are designed the better. The hope is that the quicker the plaques are ready the greater the possibility of securing donations to help defray the cost of having the plaques made. It was also noted that the brochure needs to be developed earlier (January) to have it ready for distribution at the banquet. Additionally, it was suggested that the nomination review committee should meet in October. Sandi said she would make the changes and send out a revised timeline.

Sandi announced that Barry would continue to be responsible for website content management. She also noted there are still two vacant subcommittee positions (Public Relations and Banquet) and asked for volunteers to fill them. Hearing none she said that until the positions are filled she would need to delegate the tasks as needed. Terry suggested that the CPRS District 2 Past President (Patrick) be automatically responsible for the Banquet Sub-chair position. He said this was the view of the Job Description sub committee and that the D2 Past President didn't have the institutional knowledge to effectively hold the position of Vice Chair and that it really isn't fair to the D2 Past President to be thrust into this role. Discussion followed. Terry also thought that after serving as D2 President, the new Committee member might need a break from a position of high responsibility. As the liaison to the D2 Board as well as the Banquet Sub-chair the D2 Past President would be the ideal person to maintain a meaningful dialog between the two groups. Further discussion would continue at a later date.

Sub Committee Reports

Nominations/Selection Sub Committee

Barbara provided a report in Kelly's absence. She noted that three applications had been received and that Kelly would scan them and provide copies to the Sub Committee for review. Kelly wanted to know who would be serving on this Sub Committee. Along with Kelly, Robert, Barbara, Sandi and Barry volunteered. Barbara reminded the Committee that it is the role of the Nominations/Selection Sub Committee to identify those applications that meet the minimum qualifications to move forward to a review by the entire Committee.

History/Archival Sub Committee

Proposal for informal, unedited collection/receipt of historical information

Bob reported that he thought the goal of the Sub Committee was to provide the raw history and that it isn't the responsibility of the Hall of Honor Committee to fact check what we collect. It was suggested that possibly a disclaimer would be necessary to state this position. Discussion noted that recollections might be anecdotal and inaccurate. Robert offered that an ideal system would allow a researcher to query the database. Barry said that he could create a Survey Monkey instrument to electronically capture responses online. He said he would create a draft and provide it to all Committee members. He will use the application and the basic oral history questions as a starting point.

CSUS Graduate Student Project

With Judy absent this report was tabled.

Oral History Update

Wayne continues to digitize oral interviews and get them transcribed. He said we need to find access to a micro cassette machine to digitize the William Pond interview.

Ad Hoc Committee Reports

CPRS Foundation Update

Due to Patrick's absence this report was tabled. Sandi did mention that she tried to find the Foundation's bylaws on the CPRS website but was unsuccessful.

Job Description Review

Bob commented that the group had not met yet but he welcomed comments and questions.

New Member Orientation

Bob reported that the orientation did occur. Some of the topics that were discussed included:

- Standards, outreach and history of the Hall of Honor.
- The goal was to bring everyone up to speed.
- The hope that was that the orientation would fuel agenda topics.

During the orientation it was discussed whether the Hall of Honor Committee should adopt a more aggressive stance in how we get applications. Do we take a hands off approach or reach out to potential applicants that have been identified? Barbara voiced her opinion that we should be involved with reaching out. Her point was that many applicants need help with their applications. She agreed, as did others, that whoever was involved with helping the applicants should recuse themselves from voting. Charlie said he thought that being forced to recuse oneself from voting was not necessary because there is enough depth in the Committee that one vote would not be a deciding factor. Robert was concerned that if someone helped with an application there might be internal pressures to approve the application. Terry stated that we want the best applicants and that to help achieve this, advocacy is necessary. Robert said that mentors are good practice and necessary. The question was brought up whether there should be a standard used when scoring the applications and that it must be high. Barbara assured him that the process used when scoring the applications was indeed of a high standard. Bob brought up an ongoing topic of whether the Hall of Honor should have a Professional category at all. Debby suggested that because of time constraints we should table the discussion until a future meeting. Terry said that the review process is selective and will always have issues and that people will disagree. He also felt that we need to resolve this issue before the next application cycle. A suggestion was made and adopted that our next meeting would start thirty minutes early to resolve this issue.

Emeritus Members

Sandi voiced that we need a policy to identify who and how people should become emeritus members of the Committee. Should it be all former Committee members? What is the

benefit of having and being an emeritus member? Debby suggested that having emeritus members would lend our documents a heightened level of legitimacy. Sandi will scan a list of past Committee members and distribute it to the group.

Website Additions

Committee Member Biographies/Photos

Sandi called on all members who have not provided their biography to please do so.

Past recipients nomination packets or summaries

Bob mentioned that all applications should be digitized whether successful or not so that the historical information is captured. The group discussed whether all applications should be placed on the website. The consensus was that they should if space was available online through our website provider (Weebly). Barry said he would check and report back to the group.

Meeting Minutes and Correspondence

Bob supplied a flash drive with all of the archival he has saved. The group discussed whether we should make all agendas and minutes available online? The group felt we should. Barry will start adding these histories to the website.

Sub Committee Appointments

Public Relations/Outreach Sub Committee

Debby suggested that since this position is such a big job that maybe it should be split into two sub committees. Charlie offered to help coach applicants with their photographic issues. Bob suggested we develop a relationship with the public administration departmental at CSUS to help with our public relations needs.

Identification of Items for November 17, 2015 Agenda

The next meeting of the Hall of Honor Committee will begin at 12:30 at Hagan Community Center

Adjournment

The meeting was adjourned at 2:28 p.m.