

**Bend Metro Park & Recreation District
Board of Directors
Work Session, Executive Session & Regular Meeting
April 20, 2010**

BOARD PRESENT: Scott Wallace, Ted Schoenborn and Ruth Williamson.

STAFF PRESENT: Don Horton, Lindsey Lombard, Bruce Ronning, Wayne Smith, Andie Lindgren, Robin Laughlin, Steven Beyer, Dave Crowther, Jan Taylor, Deb Craiger, Brenda Chilcott, Ed Moore, Theresa Albert and Paula Lowery.

LEGAL COUNSEL: Paul Taylor.

MEDIA: None.

VISITORS: Mike Lovely and Michael Graham.

WORK SESSION

Bend Senior Center Accreditation

Wayne Smith noted that he had provided copies of the PowerPoint presentation for the board along with copies of the document submitted for consideration of accreditation. He clarified the information is being shared to inform the board of the extent of the documents and process required to achieve accreditation. He explained the accreditation is granted by the National Institute of Senior Centers, a part of the National Council on Aging. Deb Craiger cited her previous experience with accreditation of the Salem Senior Center and explained how that affected her desire to seek accreditation for the Bend Senior Center. She reviewed the application process, public involvement and partner participation. She explained the process helped staff understand what is being done correctly and what needs to be improved. She added accreditation strengthens the senior center's role in providing programs and services for the community. She stated accreditation projects the center's accountability in terms of seeking and securing grants and other funding sources. She identified other benefits to the center as a result of accreditation such as national recognition, help with determining outcome measurements, improvements and enhancements to overall senior center operations, and endorsement by the National Council on Aging. Deb identified and reviewed the nine standards for achieving accreditation and the process for evaluating and achieving those standards that resulted in the development of a strategic plan for the center. She noted it was a two year process and explained how the information submitted is evaluated to determine whether accreditation is awarded. She added that the Bend Senior Center received a unanimous vote for accreditation. Deb stated there are over 15,000 senior centers in the nation, 165 are currently accredited, and the Bend Senior Center is the second center in Oregon to achieve accreditation. She noted a five-year review is conducted to maintain accreditation and to ensure the strategic plan is being followed. Wayne added that the only two centers in Oregon that have achieved accreditation have been under Deb Craiger's direction. Deb announced a special recognition event is planned for May 13, and invited the board to attend.

District Accreditation through Commission for Accreditation of Park & Recreation Agencies (CAPRA)

Don Horton explained that the accreditation process validates the things we do as an organization and results in community recognition of the district as a high caliber organization. He stated that nationwide there approximately 65 park and recreation organizations that are accredited, with only one in Oregon which is Hillsboro. He compared the district's receiving the Gold Medal Award with accreditation in terms of community recognition while noting that the effort put forth for the Gold Medal Award is small in comparison to what is involved to achieve accreditation. Don shared a copy of the self-assessment manual and explained how it serves as a starting point to determine where the district is in terms of business practices and policies currently in place and what remains to be developed to become accredited. He identified the nine different categories to be addressed and noted it covers every department in the

organization. Don stated he feels the process to achieve accreditation is more about the journey than the destination and it is the goal of staff to create those best practices that people will connect with the district being an accredited organization. He stated that he has asked Bruce Ronning to lead the process on behalf of the district which will involve a team of staff drawn from the entire district resulting in lot of cross departmental cooperation and team work. He cited the benefits of staff working together and how we will learn where we are doing things well and where we can make improvements. George Thayer asked about the financial cost to the district to seek accreditation. Don explained he would have more information following the self-assessment process, and he anticipated the largest cost would be the investment of staff time. The board expressed consensus to move forward with seeking accreditation for the district.

Natural Step Process

Andie Lindgren introduced the district's Sustainability Team, composed of nine staff representing all areas and levels of the district. She explained the Natural Step process is the conceptual framework for a workshop series district staff is participating in. She noted the district is partnering in the workshops with the Environmental Center and Bend La Pine School District. Andie explained the Natural Step process is a science-based set of principles to guide sustainability efforts, and reviewed the process for achieving a sustainability plan. Robin Laughlin explained how the sustainability plan will help the district to develop practices to be implemented over many years that will have a positive impact on the environment, economy and community needs and that make financial sense. Steven Beyer reviewed numerous sustainable practices the district currently has in place and the involvement of each work group in identifying areas in need of improvement. Don Horton stated this is an exciting process for the district that will help staff to develop operational procedures to be implemented and applied over a long period of time. He added that it is hoped that the education of our employees will impact their mindset in making daily decisions with regard to environmental impact.

The work session was concluded at 6:30 pm.

EXECUTIVE SESSION

Chair Scott Wallace convened an executive session at 6:35 pursuant to ORS 192.660(2)(e) for the purpose of discussing real property transactions and ORS 192.660.(2)(i) for the purpose of conducting the performance evaluation of the executive director. The executive session was recessed at 7:15 pm.

REGULAR MEETINGB

Visitors

Mike Lovely addressed the board regarding the senior center accreditation. He urged the board to keep the senior center's name Bend Senior Center. He stated that accreditation brings credibility and he does not think this organization has that big of a leap to be accredited. He referred to sustainability and urged the district to look into the use of propane to power vehicles, noting that he had convinced the school district to move ahead with propane buses. He cited the various benefits of using propane including reduced operational costs, vehicle emissions and reduced maintenance costs.

CONSENT AGENDA

Minutes – April 6, 2010

Ruth Williamson moved to approve the consent agenda. George Thayer seconded the motion. Ruth Williamson, George Thayer and Scott Wallace all voted aye. Motion passed.

BUSINESS SESSION

Purchase Option Agreement – Neighborhood Park Property in Service Area 5

Don Horton requested the board remove this item from the agenda. Ruth Williamson moved to remove approval of the purchase option agreement of the neighborhood park property and to move this agenda item to a future date. George Thayer seconded the motion. Ruth Williamson, George Thayer and Scott Wallace all voted aye. Motion passed.

EXECUTIVE DIRECTOR'S REPORT

Tobiason Proposal

Don Horton referred to a proposal previously shared with the board regarding the use of proceeds from future sales of bricks at the Brooks Park Veteran's Memorial to fund other veteran's projects. He recommended that the district not enter into the proposed agreement citing the precedent it would set with regard to all of the other non-profit organizations in the community. The board agreed with Don's recommendation.

GOOD OF THE ORDER

Ruth Williamson presented a check to the Bend Park & Recreation Foundation from Pine Mountain Sports in the amount of \$800.00.

As there was no further business the meeting was adjourned at 7:45 and the executive session was reconvened.

Prepared by,

Paula Lowery
Executive Assistant

Scott Wallace, Chair

George Thayer, Vice-Chair

Ted Schoenborn

Ruth Williamson

Scott Asla