

MRPA Programming Section Meeting

December 18, 2009

Bloomington Civic Plaza

Attendance:

Becky Sola	Shoreview	Lei-Lani Fischer	Crystal
Tonya Love	Elk River	Megan Lunzer	Crystal
Nicole White	Eden Prairie	Teresa Gangelhoff	Mendota Heights
Lindsey Danhauser	Eden Prairie	Jenny Kordon	Brooklyn Park
Kelly Mertes	Richfield	Jen Gillard	Brooklyn Park
Lisa Abernathy	Falcon Heights	Carrie Anderson	New Ulm
Kari Hemp	Bloomington	Jared Flewellen	Hastings
Michelle Snider	MRPA	Reed Smidt	Woodbury
Roxann Maxey	Roseville	Erica Chua	Plymouth
Eric Boettcher	Roseville		
John Stutzman	Chanhassen		
Kristin Aarsvold	Edina		
Andy Soltvedt	Golden Valley		

Agenda:

Meeting was called to order by Roxanne Maxey at 10:00am

Welcome and Introductions -

Additions to Agenda

Approval of Minutes

- Motion made by Eric Boettcher
- Seconded by Tonya Love

Professional Connections:

- Kelly Mertes reported that she was in contact with St. Cloud State and they would like us to come sometime in the spring.

Topic Discussions: Summer Programming

A question about how cities hire staff that previously worked for them was asked.

- John Stutzman, Chanhassen, shared that they invite back based on previous years performance
- Tonya Love, Elk River, responded that staff must complete the full application.
- Becky Sola, Shoreview, indicated that returning staff must reapply as well.
- Kristin Aarsvold, Edina, shared that her staff have an end of year evaluation where she lets them know if they will be rehired the following season
- Jen Gillard and Jenny Kordon, Brooklyn Park, said that they often have staff on probation and will weed staff out that way.

Some cities indicated that they have contracts for seasonal staff with specific details about job expectations.

- Kari Hemp, Bloomington, reported that Bloomington tells their staff they will only rehire staff that are above and beyond those that are performing at a "meets expectations" level. They are looking for high achievers – pushes staff to go the extra mile.

Interview Processes

- Tonya Love, Elk River, shared that she does group interviews. Applicants come in groups of 12-15 and have a group interview with a variety of activities taking place in interview (craft project, sports, teambuilding, etc.)
- Roxy Maxey, Roseville, reported that she has a table outside the interview room with craft supplies and the last 5 minutes of interview the applicant must create a craft out of supplies.
- John Stutzman, Chanhassen, stated he has his Program Supervisor sit in on the interview process.

Staff Training

- Lei-Lani Fischer, Crystal, noted that they do their staff training with other cities due to the low number of staff she hires. Works well and staff get to generate ideas with other cities.
- Kristin Aarsvold, Edina, offers training at the playground, and runs a mock class teaching staff how to hold the first day of class. She also partners with Richfield to do games training.
- Brooklyn Park has two hours of staff training together and then staff go to specific sites and on-site supervisors do remainder of training.
- Most cities have an on-site supervisor other than self.

Workshop Committees and Roundtables

- Sign up for committees passed around – there is still time to sign up.
- February 25 Sports Roundtable, Plymouth
- “Where do Children Play” – January 22, Chaska Theater
- Facility and Administrative Section will be offering a Social Networking session sometime in March with a speaker from Mayo.

Summer Leadership Workshop

- Still looking for a facility for the Summer Leadership Workshop
- Remember it may be more efficient to send staff to this than offer a long in house training
- Possibly hold workshop earlier in May due to conflicting staff training schedules

All American Play Day – still working to secure a date for this. Track and Field/Challenge day for summer programs.

National Get Outdoors Day – June 12

MRPA Updates

- Member Renewal taking place through Mid January
- Board Election complete
- General Meeting on January 14
- Annual Conference, solidifying session/speakers; late January a PDF will come out with more information
- Magazine – 4th year just completed, New Design is coming
- National Playground Safety Institute will be held March 24-26 in New Brighton
- MN Twins days set for 2010; Program Section meeting at Twins Game?

Board Updates

- Board voted in favor of MRPA to have a line of credit for \$100,000 (borrowing procedures put in place)
- MRPA lobbyist (Doug Carnival) agreed to continue and represent with a cut from \$15,000-\$10,000 annually
- Wording of MRPA By-Laws and Manual Procedures approved by membership 228-7
- MRPA Election Results shared
- Membership Magazine Proposals looked at: Pernsteiner Creative Group chose
- 2011 MRPA Annual Conference location site continues. Was to be Southern Minnesota, now looking to be Metro possibly Southern Metro. 2012 will likely be out-state.

Next Meeting will be held January 22 in Chaska.

PLAYGROUND OPEN/ CLOSING CHECKLIST

DAY: DATE:	MON. (INITIAL)	TUES. (INITIAL)	WED. (INITIAL)	THUR. (INITIAL)
REVIEW PLAN FOR DAY- Make sure schedules are posted (in folder)				
SAFETY CHECK				
Assign Greeters/Check In & Check Out				
SET UP EQUIPMENT/PREP				
END OF DAY				
FILL OUT TIMECARD				
COMPLETE ANY INCIDENT FORMS				
COMPLETE ANY ACCIDENT FORMS				
COMPLETE INCLUSION NOTES				
Pick up all equipment, put in office				
Lock cabinets as needed				
Vacuum/Sweep				
Check bathrooms-				
Empty garbage from bags in restrooms(leave liner in) into large garbage container in main room				
Lock Windows				
Turn off lights				
Lock doors				

Any notes for Maintenance or FROM Maintenance:

Organizing a Troup is Easy

- 1. SELECT** your preferred game date and seating area. Estimate the number of seats you'll need... there is **NO DEPOSIT REQUIRED**. Prices vary with the game selected, with a discount available to groups of 25 or more in most seating areas. Plus, groups of 25 or more save a substantial amount in service and handling fees compared to an order for fewer than 25 seats!
 - 2. CALL** the Twins to reserve your seats. We'll mail a confirmation packet including material to help you plan your event. 612-375-7454.
 - 3. FINAL PAYMENT** is due three weeks prior to your event date. Pay only for the number of seats you actually need at this time.
- NOTE:** Please be prompt with your payment. Tickets not paid in full at three week deadline will be immediately released. Thank you!

	Face Value	FIRST OUTING			SECOND OUTING			THIRD OUTING		
		Value	Select	Prm.	Value	Select	Prm.	Value	Select	Prm.
Lower Level										
Dugout Box	\$77-\$82	\$77	\$79	\$82	\$77	\$79	\$82	\$77	\$79	\$82
Home Plate Box	\$57-\$62	\$57	\$59	\$62	\$57	\$59	\$62	\$57	\$59	\$62
Diamond Box	\$43-\$48	\$43	\$45	\$48	\$43	\$45	\$48	\$43	\$45	\$48
Field Box	\$32-\$37	\$31	\$33	\$36	\$31	\$33	\$36	\$31	\$33	\$36
Left Field Bleachers	\$19-\$24	\$17	\$19	\$22	\$15	\$17	\$20	\$14	\$15	\$19
The Pavilion	\$22-\$27	\$22	\$24	\$27	\$22	\$24	\$27	\$22	\$24	\$27
Overlook	\$22-\$27	\$22	\$24	\$27	\$22	\$24	\$27	\$22	\$24	\$27
Right Field Bleachers	\$17-\$22	\$15	\$17	\$20	\$13	\$15	\$18	\$12	\$14	\$17
Club Level										
Skyline Deck	\$27-\$32	\$24	\$26	\$29	\$22	\$24	\$27	\$21	\$23	\$26
Terrace Level										
Home Plate Terrace	\$32-\$37	\$31	\$33	\$36	\$31	\$33	\$36	\$31	\$33	\$36
Field Terrace	\$22-\$27	\$20	\$22	\$25	\$18	\$20	\$23	\$17	\$19	\$22
Home Plate View	\$22-\$27	\$20	\$22	\$25	\$18	\$20	\$23	\$17	\$19	\$22
Skyline View	\$13-\$18	\$12	\$14	\$17	\$11	\$13	\$16	\$10	\$12	\$15
Field View	\$11-\$16	\$10	\$12	\$15	\$9	\$11	\$14	\$8	\$10	\$13
Family Section	\$22-\$27	\$22	\$24	\$27	\$22	\$24	\$27	\$22	\$24	\$27
Outfield Mezzanine Level										
U.S. Bank Home Run Porch Terrace	\$22-\$27	\$20	\$22	\$25	\$18	\$20	\$23	\$17	\$19	\$22
U.S. Bank Home Run Porch View	\$18-\$23	\$16	\$18	\$21	\$14	\$16	\$19	\$13	\$15	\$18
Batter's Eye	\$22-\$24	\$22	\$24	\$27	\$22	\$24	\$27	\$22	\$24	\$27
Grandstand	\$18-\$23	\$16	\$18	\$21	\$14	\$16	\$19	\$13	\$15	\$18

