

REPORT / RECOMMENDATION



To: Park Board

Agenda Item #: VI.B.

From: Ann Kattreh
Parks & Recreation Director

Action
Discussion
Information

Date: July 14, 2015

Subject: Park Board Retreat – Tuesday, Aug. 11, 5:30-9:30 p.m. at Centennial Lakes Park

Action Requested:

None. Information only.

Information / Background:

Park Board Vice Chair Brenda McCormick and Park Board Chair Dan Gieseke have been planning the Park Board retreat which will replace the regular August 11 Park Board meeting. This retreat will take place at the Hughes Pavilion at Centennial Lakes Park. It is scheduled to run from 5:30 to 9:30 p.m. Dinner and snacks will be served. Please dress casually as we will also be playing bocce ball at the croquet and lawn games area at Centennial Lakes Park.

Attached please find planning materials for the retreat. The retreat and agenda will be discussed as well as pre-retreat work that is requested.

Attachment:

Edina Park Board Retreat

Edina Park Board Retreat

August 11, 2015 / 5:30-9:30 p.m., Centennial Lakes Park Hughes Pavilion

Objectives

- Strengthen relationships among Park Board members and Parks & Recreation Department staff
- Reflect on Park Board effectiveness in 2014-2015
- Identify ways in which the Park Board can increase team effectiveness as a governing/advising body
- Propose ways in which the Park Board will support the attainment of the key priorities
- Identify 2016 Park Board Work Plan initiatives

Pre-work

- 1: Complete Park Board member introduction sheet
- 2: Complete Keep, Stop, Start Doing Activity
- 3: Review Development Areas for small group focus—to be assigned at July Park Board Meeting

Agenda

5:30-5:45	Welcome / Agenda review Code of Ethics review Gather food
5:45-6:30	Dinner Park Board Member Introduction (3 minutes each) Introduction of Top 3 Areas of Development to Support 2016 Work Plan (Ann)
6:30-7:30	Outdoor team activity – Bocce Ball
7:30-8:00	2014 Reflection: What should the Park Board keep doing, stop doing and start doing to increase effectiveness?
8:00-8:45	Top 3 Areas of Development: small group work <ul style="list-style-type: none">• Objective: Identify ways in which the Park Board will support the attainment of the key priorities• Directions:<ul style="list-style-type: none">○ Review the assigned Area of Development○ Identify:<ul style="list-style-type: none">▪ Work groups needed▪ Greatest areas of risk▪ Funding needs▪ Community involvement▪ Expertise needed▪ What should be included in the Fiscal Year 2016 work plan?▪ What milestones should be completed within the next 30, 60 and 90 days?○ Prepare to report out: 5 minutes to summarize work, 10 minutes for large group discussion
8:45-9:30	Top 3 Areas of Development: report out and large group discussion
9:30	Conclude <ul style="list-style-type: none">• Next steps• Confirm how retreat information will be distributed

Pre-work Handout 1: Park Board Member Introduction Sheets

Worksheet will prompt members to come prepared to share about themselves.

1. Name
2. Were you named after anyone?
3. How long have you lived in Edina?
4. How long on Park Board?
5. Why are you interested in serving on the Park Board?
6. What areas of expertise, strengths or interests can be leveraged by the Park Board?
7. Which of the Guiding Principles most resonates with you as a Park Board Member? Why?
8. How do you and/or family use our Parks and Recreation facilities?
9. What is the last book read or movie saw? Would you recommend it to others?

Pre-work Handout 2: Keep, Stop, Start Doing Activity

In preparation for the retreat, consider the past year and identify things we should collectively as a board Keep Doing, Stop Doing and Start Doing.

Keep Doing:

1.

2.

3.

Stop Doing:

1.

2.

3.

Start Doing:

1.

2.

3.

Pre-work Handout 3: Development Areas to Support 2016 Work Plan

- Note: At July board meeting, members will select the groups he/she will work on so that pre-work can be completed prior to the retreat.

5 Areas of Development from Strategic Plan (highlighted areas will be discussion topics for retreat)

1. Natural Resources and Sustainable Parks
2. Parks, Open Spaces and Trails
3. Recreation Facilities
4. Recreation Programs
5. Finance and Management

GROUP 1 – PARKS, OPEN SPACES AND TRAILS

Park Board Members

Staff: Susan

Retreat focus: Develop, refine and implement Branding, Signage and Way finding Plan included in the Strategic Plan (Strategy 1.2) / Market parks and programs throughout the city to inform residents of offerings (Strategy 1.3)

GROUP 2 – RECREATIONAL FACILITIES

Park Board Members:

Staff: Patty

Retreat focus: Implement a policy-supported business management model for Enterprise Facilities that addresses a cost recovery model toward financial sustainability (Strategy 1.3) / Explore the development of innovative infrastructure in the park system to support environmental education and natural resource planning (Strategy 1.4)

GROUP 3 – RECREATIONAL PROGRAMS

Park Board Members:

Staff: Amanda

Retreat focus: Attract 30-35% of all Edina residents to experience an organized recreation program through EPRD by identifying and closing programming gaps (Strategy 1.1) / Keep up with evolving needs and trends by re-evaluating offered programs and interest levels (Strategy 1.2)