



MAPSA BOARD MEETING MINUTES AUGUST 11, 2011



MEMBERS PRESENT: Tim, Levi, Ronalea, Tara, Amy, Aaron & Kelly Kalla

MEMBERS ABSENT: Gary (out of town for training) Char's new replacement person from Duluth??, Diana, Jill

NOTES BY: Tara Rother, MAPSA Secretary



COUNTY UPDATES:

None noted.



FINANCIAL REPORT:

Treasurer Levi provided the updated report - it was approved by all. We have nearly a \$5900 balance, which may reduce to about \$5500 after the P.O. Box is paid.

We are still waiting for the Feds to pay registration and the \$500 NAPSA grant money to be sent to us.



MEMBERSHIP COMMITTEE AND OUTREACH:

Diana was not able to attend the meeting (due to her doing about 10 peoples' jobs), so no update at this time.

CONFERENCE PLANNING COMMITTEE:

Mystic Lake provided excellent documents and information as a consideration for the MAPSA conference. They sent the menu with pricing, as well as the technical menu with prices for A/V equipment. Since Tim already sent out a summary of the discussion from the meeting, it will not be added again in these notes, but will be included as an extra attachment.

There are many options to consider at Mystic for the food cost, but bottom line seems to be:

-\$8.50 to \$9.75 for breakfast per person - this would be the same price for the Continental breakfast or an eggs/bacon/hash brown plated breakfast!

-\$18.95 for buffet lunch per person (includes dessert)

These prices include coffee, tea, or water at each meal.

That would be about 28.70 for the meals, but tax and tip will be another 6.8% and 16%. It should average around \$35 per person.

However, this price does not include any snacks or additional punch, water, pop, etc., during the afternoon. Although it may not seem like we need a lot of snack items since the lunch buffet has dessert, we may want to consider bottled water, a few gallons of punch, or some cookies.

-Bottled water and pop run \$2.25 a bottle and punch is \$29 a gallon. Cookies are \$18 a dozen.

We will have to consider numbers, per person cost, etc. We would be at \$40 a person if we decide to include water/pop or punch and a cookie. It is worth consideration to remember that Mystic has free pop stations throughout the casino area and we could always just let people purchase their own drinks at the various snack areas in the nearby casino.

While this is a great option for food and venue, the A/V equipment may cost extra for microphones, etc. The goal is to work with Mystic some more for any discounts they can offer us as a nonprofit group, and to pin down all expenses so we would have an estimate with no surprises. It is a great option for walk in, walk out, and they do the rest for one bill, but everyone seems in agreement that we will keep searching and leave options open to see if there is anything less costly.

There is concern for the budget - we agreed we need to make this change and cannot keep doing the same Landmark thing, but at the same time not risk cutting into the budget too much. We may take a loss this year to recapture membership and interest.

Much more work to be done on this....

SPEAKERS:

We are coming up with several ideas for no cost quality speakers and it is our goal to try to find local speakers without using much or any of the budget for speakers. We may have to invest in the new venue and food this year to draw membership, so we will have less for presenters.

Some ideas so far:

Richard Muldenhauer: U/A's/Synthetic Drugs

Jean from the State DPS (Tara): Ignition Interlock/Dept Public Safety - Driver's License Reinstatement Info

Carleton County Speaker (Amy): Search and Seizure with Pretrial clients

Arrowhead County Guys (Tara): Office Safety - setting up a safe office, U/A area, and safety reminders to watch for with clients

Bondsman: bonds practice - are bonds really being collected?

EBP (Evidence Based Practices) topics: National Level? Bail tools, What are the other counties doing? Ramsey County's grant?

Pretrial - what is new on the local and national levels

The Conference Committee will come up with a plan for the conference day and how many speakers we might need, but it seemed most appealing that we have an opener and a closer while offering several shorter speaker sessions/updates during the day to cover lots of topics, but not make everything 1 hour and 15 minutes. This helps with attention span, and for various speakers to come in and out for their smaller sessions during the day. Everyone will think about who they have seen or heard who is "already on the clock" and would present as part of their paid work day.

OTHER DISCUSSION:

We brought up bringing back small gifts - no big stuff, but something small - the pens were a hit. We will decide if this is cost effective with the new expenses.

The gas gift cards in the candy bars were a big hit last conference - maybe the cards again or a basket drawing? Despite Mystic's policy about bringing in no outside food, it might be an idea to do the candy bars as the "afternoon chocolate treat," and present it as a "gift" - this might bypass the no food policy, but would still give everyone a chocolate treat as the snack - maybe skip the cookies then?

A big thing to add to the MAPSA conference this year might be to invite Vendors. If we charge \$150 for a table and we can accommodate setting

them up around the room or just outside in the hall, we may bring in some money to offset the cost of the food. Ideas for Vendors are the EHM companies, Interlock Device companies, maybe even the Bondsmen?!

Sponsors were another great idea. We could get some businesses to donate some money to support the Conference in exchange for having their name/logo and/or a coupon in our brochure and listed on our flyers.

There was some mixed discussion on having motivational type speakers/"off topic" people. There is concern supervisors would find the material not enough learning to spend limited county funds if the topics are not important or relevant to the work we do, but Ronalea noted that as a Supervisor she would encourage her team to attend a conference with topics relevant to employee motivation, health and wellness. We will explore this more. Steve Hegele was a great speaker, but can he do another topic and can we afford his fee again?

CONFERENCE FEES:

There will be more discussion on the fee for the conference. We may need to raise it slightly to \$60 to offset the food costs. We are all concerned about Hennepin getting to pay the \$1200 large agency fee and having it not cover the per person food cost if they send a large number of people.

If we only offer a per person cost, will Hennepin restrict their attendees to a smaller number, therefore lowering our numbers too far? If budgets are tight, will this be the "chosen conference" if everyone only gets one a year? Perhaps we will have to approach Hennepin about this matter before we commit to any new plan. Diana's membership recruitment will come into play here - the more registered people we can get from other places, the less we have to rely on Hennepin.

Compared to other conferences, the \$60 with food sounded very reasonable.



NEWSLETTER:

Amy agreed to put together the MAPSA newsletter. She was awaiting Tim's Letter from the President and brought a sample copy of what she had put together for all to see. The newspaper will be quarterly and

advertise our new changes to the conference. Send Amy any good stories, updates, or noteworthy items for the next newsletter!

*I previewed the finished Summer Newsletter that is now posted on the MAPSA website – it looks amazing!! Amy...outstanding job!!!



IMPORTANT TIME REMINDER!

We will meet September 8, 2011 at 11:30 am at Mystic Lake Buffet for lunch and our next MAPSA meeting. We will be able to look around at the venue and decide if we like it.