

Meeting Agenda & Notes

Regional Comprehensive Recreation Plan Leadership Team Planning Meeting

Date: June 9, 2008

Meeting Agenda

Attendees: Scott Wadle, Sommer Miller, Robert Mendoza

1. **Review Past Meeting Agreements** – Past agreements were reviewed and their statuses are indicated below.

2. **Website Next Steps** –
Logo workgroup update (Scott & Sommer) – Met with Nicole last week. Reviewed background and rationale for 3 pages of logos generated in the past. Not trying to sell a product but get people to a location; therefore, wanted logo to include URL. Needed to be visually appealing, not lock us into a specific type of recreation. Also considered how to “jazz it up.” Decided to use logo already presented as a basis and add specialized silhouettes (e.g., golfer, kayaker, etc.) to highlight special events, etc. Logo currently being generated on website, as well as a special event mock-up flyer for viewing soon.

Other, general website development updates - Tabled until next meeting with a larger number of meeting attendees. Do a brief update.

Additional funding and website promotion discussion ideas - Tabled until next meeting with a larger number of meeting attendees. Do a brief update.

3. **Next Steps for Alliance Discussion** – Tabled until next meeting with a larger number of meeting attendees. Need to consider if there’s a “what’s next” beyond website project at this time. Another possible project/next step would be to collect locations data and map out proposed and existing resources of adjoining communities. Scott and Robert will work on going ahead to begin moving this forward.

4. **Next Meetings**
 - **Leadership Team** – Diane will poll leadership team via email for meeting dates and times the week of 7/7 – 7/11.
 - **Alliance** – On hold for now.

5. **As May Arise** – 6/21, 11 a.m. – 2 p.m. Derby’s Frisbee golf course (Patriot Dr. in Stone Creek Park) being re-opened (11 of 18 holes). There will be food and folks play with a pro, free disc, etc. Robert will send a flyer to Diane by email for distribution to the leadership team when the flyer is developed.

Past Leadership Team Meetings Agreements

Website

Who	Who Else	What	By When
Scott & Robert		Continue partnership with state website <ul style="list-style-type: none">○ Data format - within 1 month○ Information packets for Sedg. Co. – 1 ½ months <p style="color: red;">Contacted state website folks. Surveyed and compiled GIS info. Are working on prototype for GIS data and looking to establish one format among several partners; this may take</p>	Ongoing

		<p>extra time. If we do go with this format, H & W could adapt the translated GIS info. to Google maps in the future. Could also provide data in current format to state for them to convert on their timeline.</p> <p>County GIS folks are really helpful and working on a GIS conversion. Scott will follow-up.</p> <p>5/15: Everyone willing to adapt/change data. Need to meet at some point to agree upon a universal data format in order to share the info. Want to hold off until have draft of website to have this meeting.</p> <p>6/9: Once we have Google maps set-up, will plan to follow-up/meet with the state partners.</p>	
Scott & Robert	Irene	Follow-up on info.-sharing partnership opportunities with quad county	Hold until after beta testing with a few Sedg. Co. municipalities
Karen	Mickey	<p>Begin developing grant applications. Consult with H & W to determine website next steps. Will forward to Janet and Suzie for final reviews before submission.</p> <p>Seeking non-profit umbrella org. to apply for grants under (e.g., Chamber Ed Foundation, Greenway Alliance). Currently have 19 probable grant applications. Send drafted grant apps. to Scott, Irene and Suzie for review before submission of grants.</p> <p>4/15: Have about 5 grant apps. Finished. Plan to get them to the grant review team in the next few days.</p> <p>Sunflower Foundation contact is Larry Tobias. Will pursue a grant for the website. Nicole follow-up with Larry and Karen.</p> <p>5/12: Revised basic grant template. Janet reviewed and made revisions. 11 grant applications have been submitted to date.</p>	Ongoing
All		Submit additional grant opportunities ideas to Karen	Ongoing
Nicole		Follow-up with Sunflower Foundation contact Larry Tobias regarding grant for the website. Follow-up with Karen accordingly.	5/12 In Process
Scott & Robert		Provide Nicole and Ken with outdoor photos	6/9 Completed
Scott		Provide Nicole and Ken with photos from clubs	6/9 Completed
Scott		Compile numbers of recreation amenities (e.g., trails, etc.) from partners already providing GIS data (Derby, Wichita and Sedgwick Co.)	6/9 In Process
Diane		<p>Search VW databases for sales/markings folks who could partner with us to help sell ad space</p> <p>6/9: Robert met with Kathy Sexton and she suggested working with Greater Wichita Convention & Visitors Bureau – they have list of groups that might want to be involved in this website project. Meet with John Rolfe about project concept and once website mock-up ready, show him and have him consider others who might be interested in advertising on website. Suzie may be able to coordinate this. Diane will follow-up with Suzie on this.</p>	6/9 In Process
Diane		Email request to leadership team for ideas of what website logo should convey, compile feedback provided and email to Scott and Sommer	ASAP and after 5/28 Completed
Leadership Team		Provide ideas of what website logo should convey	5/28 (approx. 2 weeks from today) Completed
Scott & Sommer	Ken & Nicole	Meet with Ken and Nicole to finalize and approve website logo. Include:	After 5/28

		<ul style="list-style-type: none"> Initial input on logo from leadership team Additional ideas of what website logo should convey submitted to Diane by leadership team members via email Consider above input within context of logos already developed and finalize and adopt website logo 	Completed
ARCAP			
All		<p>Distribute talking points and email from Janet through networks to encourage advocacy for ARCAP plan, which would include attendance at upcoming DAB meetings (in April), contacting elected officials, Alliances, etc.</p> <p>5/15: DABs voted in support and made recommendation to City Council. Next step is consideration by City Council. Next steps: We should distribute talking points to our contacts/public to contact city council rep.</p>	<p>ASAP and before 4/29</p> <p>Review next steps w/ Janet – not discussed due to lack of meeting time</p> <p>Completed</p>
Other Past Agreements			
Who	Who Else	What	By When
Christy		Reserve meeting room for next Leadership Team meeting	ASAP Completed
<u>Current Leadership Team Meetings Agreements</u>			
Website			
Who	Who Else	What	By When
Scott & Robert		<p>Continue partnership with state website</p> <ul style="list-style-type: none"> Data format - within 1 month Information packets for Sedg. Co. – 1 ½ months <p>Contacted state website folks. Surveyed and compiled GIS info. Are working on prototype for GIS data and looking to establish one format among several partners; this may take extra time. If we do go with this format, H & W could adapt the translated GIS info. to Google maps in the future. Could also provide data in current format to state for them to convert on their timeline.</p> <p>County GIS folks are really helpful and working on a GIS conversion. Scott will follow-up.</p> <p>5/15: Everyone willing to adapt/change data. Need to meet at some point to agree upon a universal data format in order to share the info. Want to hold off until have draft of website to have this meeting.</p> <p>6/9: Once we have Google maps set-up, will plan to follow-up/meet with the state partners.</p>	Ongoing
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Recreation Amenities Data Collection			
Robert & Scott		Collect locations data and map out proposed and existing resources of adjoining communities	
Other Current Agreements			
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Diane		Poll leadership team via email for meeting dates and times the week of 7/7 – 7/11	ASAP
Robert		Email 6/21, 11 a.m. – 2 p.m. Derby's Frisbee golf course re-opening event flyer to Diane	Before 6/21
Diane		Email Derby Frisbee golf course re-opening event flyer to leadership team	Upon Receipt from Robert
Christy		Reserve meeting room for next Leadership Team meeting	ASAP once meeting date determined by Diane

Leadership Team:

Strategic Alliance: On hold for now

Next Leadership Meeting Agenda Items:

1. Review Past Meeting Agreements
2. Website Next Steps

Other, general website development updates

Additional funding and website promotion discussion ideas

3. Next Steps for Alliance Discussion
4. Next Meetings
5. As May Arise

Future Leadership Team Meeting Agenda Items:

1. Review Recreation Networks Achievements/Accomplishments Document
2. YPW Survey Results (Sommer)

