

GOVERNOR'S COUNCIL ON PHYSICAL ACTIVITY & HEALTH

MEETING NOTES

Date: **October 21, 2008**
 Time: **4:00-5:30pm**
 Location: **Governor's Chambers, State House, Concord, NH**
 Dial-in number: **N/A** Participant code: **N/A**

#	Invited Members		#	Invited Advisory	
1	Chuck Cappetta	A	1	Peter Ames	A
2	Rick Holder	A	2	Fred Daniels	A
3	Travis Horne	√	3	Barbara French	A
4	Terry Johnson	A	4	Louise McCormack	A
5	Dan Kiestlinger	A	5	Mary Gorman	A
6	Karyn Misenheimer	A	6	Nancy Lynch	
7	Dianne Rappa	√			
8	Darla Sedgwick	A	#	Invited Nominated Members	
9	Lilyan Wright	√	1	Paul Mertizic	√
10	Chris Morrill	A			
11	Kathy Sherman	√			
12	Laura Jackson-Gaudette	A	#	Guests	
			1	Sharon Palisi	√

----- AGENDA TOPICS -----

#	Subject	Handouts – document names
I.	Call to Order	
II.	Introductions from guests	
III.	Finances	Same
IV.	Committee Updates	Awards Marketing Membership Program/Events
V.	New Business	Goals & Objectives Legislative updates Upcoming conferences Openings on Executive Board
VI.	Adjournment & next meeting	

MEETING MINUTES

----- DECISIONS -----

Description
Council was unable to accept or make motions due to a limited forum of five or more members

----- ISSUES & DISCUSSION -----

Description
I. Call to Order: Meeting called to order at 4:05 p.m.
II. Introductions from Guests
III. Finances: Presented by D. Rappa. \$950 balance in current account. Only expenses are for national dues.
IV. Committee Updates a. Outstanding Achievement Awards Travis discussed the current state of the awards application. It was noticed that the application was missing the website information. Travis will add the information to the out-going applications. The Council discussed marketing strategies for the awards application. The following groups will be targeted within the next month: <ul style="list-style-type: none">- Council on Aging – Lilyan- YMCA's – Paul- Hospitals – Paul- Schools – Sharon & Dianne- Walking Clubs – Lilyan- Fitness Centers – Sharon- Large Companies – Sharon- NH Cronicle – Sharon Travis will draft a Press Release for the Council to address these groups. b. Marketing/PR/Advocacy Committee The Council discussed the upcoming event on May 20, 2009 (National Employee Health & Fitness Day – 5k Walk) and how the website could assist us. It was decided that Kathy and Travis would spear head a satellite registration on the website. Kathy and Travis will work together trying to accomplish the task by January 2009. Kathy discussed the upcoming Marathon in Manchester. The event is October 31 st . Kathy will email Travis the information, which will be distributed to the Council members. The Council agreed that each member should bring the following information to each meeting: <ul style="list-style-type: none">- Current events- What's New- Additions & Deletions to the website- Professional happenings in New Hampshire Travis will post meeting agenda's on the Council's website c. Membership Committee Dan K. was unable to attend the meeting, so Travis headed the committee updates. Updates to the Contact information were passed out to the attending committee members. Additions to the Council binders were passed out to the attending committee members. Votes and decisions were unable to be made due to the low attendance and not enough committee members to make a full quorum. d. Programming/Events Committee Dianne R. discussed the progress she had mad on the National Employee Health & Fitness Day 5K Walk. The following bullets highlights the Councils progress: <ol style="list-style-type: none">1. Governor Lynch & Dr. Lynch have been invited to attend. Dr. Lynch has been invited to attend and

Description

participate in the 5K Walk that will start from the State House and end at Memorial Field. Governor Lynch has been invited to speak and give out awards after the walk at the State House.

2. Permits for the walk are in the works
3. Outdoor bathrooms are being reserved
4. Discussion on satellite events took place (see Committee Updates, B.)
5. Travis is searching for sponsorships of the event (T-shirts, food, beverage, ect.)
6. NHAPHERD Board, State Employee Association & NHLGC have agreed to assist the Council during event
7. Travis is drafting a Mark Your Calendar flyer/announcement for committee members to use at conferences, in newsletters, on websites and press releases

V. New Business

- a. Goals & Objectives – Travis discussed the finalized goals and objectives with the committee.
- b. Legislative Updates – Peter Ames will be giving the Council updates on Legislative Activities pertaining to Health and Physical Activity starting in January of 2009.
- c. Presentation for upcoming Conferences – Travis will be presenting at NHAHPERD and NNE Parks & Recreation conferences in regards to the Council's activities. The Council was asked to give any feedback that they would like to see included at the presentations.
- d. Opens on the Executive Board – There are still two positions open on the Executive Board (Vice Chair & Scribe). If there is any interest from a Council member to take on one of these positions, please contact Travis.
- e. Other – It was suggested by the Council to include the "Other" on the agenda at every meeting, so as to capture any future information that was missed before the meeting. The following information was discussed under Other:
 1. Long Range Planning – Lilyan asked that the Council ask for assistance from our Advisory Committee on Long Range Planning for 2009-2010 instead of waiting for our retreat in 2009. Travis is going to email those members of the committee for their feedback and information.
 2. Obesity Commission – Dianne will be attending the upcoming meeting on November 3rd (Obesity Commission). At that time she is going to address the committee on how the Governor's Council can assist them with research, RFP's, Resources, and Reviews. Dianne will report back to the Council for our next meeting in November.

----- ACTION ITEMS -----

Description	Assigned To	Due Date
1. Create a satellite registration online	Travis & Kathy	
2. Market Outstanding Achievement Awards	Paul & Sharon	
3. Draft a NEH&FD 5K Walk Announcement/flyer	Travis	
4. Contact Obesity Commission	Travis	

----- NEXT MEETING -----

Meeting Dates & Times Next meeting date: November 18, 2008 Place: Governor's Council Chambers Time: 4:00 – 5:30pm		
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