

GOVERNOR'S COUNCIL ON PHYSICAL ACTIVITY & HEALTH

MEETING NOTES

Date: **March 17, 2009**
 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	P	1	Peter Ames	A
2	Sharon Palisi	P	2	Rick Holder	A
3	Travis Horne	P	3	Barbara French	A
4	Terry Johnson	P	4	Louise McCormack	P
5	Dan Kiestlinger	P	5	Tammi Martin	A
6	Dianne Rappa	P	Invited Potential Members		
7	Lilyan Wright	P	1	Nancy Puglisi	P
8	Chris Morrill	P	2	Nancy Miller	P
9	Kathy Sherman	P			
10	Paul Mertizic	P	#	Guests	
11	Heather Fairchild	A			
12	James Eddinger	A			

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

#	Subject	Handouts
I.	Call to Order	Travis Horne
II.	February Meeting Minutes	All
III.	Introduction of Visitors	Nancy Miller and Nancy Puglisi
IV.	Finances	Dianne Rappa
V.	Committee Updates	Awards Marketing Membership Program/Events
VI.	New Business	Chair Updates
VII.	Adjournment & next meeting	Tues., April 21, 2009

MEETING MINUTES

----- DECISIONS -----

Description
N/A

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

Description
I. Call to Order: Meeting called to order at 4:10 p.m. Attendees had difficulty with parking.
II. Review meeting minutes: February minutes distributed and reviewed by members. Accepted without comments. Minutes are also posted on the GCPA&H website. James Eddinger will be taking some time off from the council due to personal reasons.
III. Review goals, mission & vision: These are reviewed at the annual retreat in June, and updated as needed. The next retreat is scheduled for June 16 th .
IV. Introductions of visitors: Nancy Miller, Elementary School Teacher and Nancy Puglisi, University System NH, Director, PATH involved in wellness for 27 years.
V. Finances: Presented by Dianne R. \$800 balance in current account. Dianne noted payment for permit City of Concord and superintendent letters. Received \$250 sponsorship and two \$50 exhibitors. Sponsorship from LGC pending.
VI. Committee Updates: a. Outstanding Achievement Awards: Terry J. and Paul M. were provided with two award nomination packages. Paul has developed a spreadsheet to track what contacts are being notified and when. Dan has made contact with all state athletic directors and Chris sent out superintendent letters. Kathy had forwarded information to all 40 state agency wellness coordinators. Paul will update the spreadsheet. Travis will send updated award/5K documents to committee members. Please disregard all older versions. The awards will be presented in the Capitol, room 100. The Governor will be invited to present the awards at 12-12:30 on May 20 th . b. Marketing/PR/Advocacy Committee: Kathy S. has made updates to the website. Kathy is interested in taking the vacant secretary position. In the interim, until this position is filled, Travis will assist. New council member bios will be collected by Dan so that they can be uploaded onto the website. The Governor will be invited to a future meeting so that a picture can be taken with the council members for posting on the website. DOIT event calendar application being worked on. Each member should bring the following information to each meeting: - Current events - What's New - Additions & Deletions to the website - Professional happenings in New Hampshire c. Membership Committee: Heather Fairchild will be notified by Dan that she was accepted as a new member, replacing Patti Baum from DHHS. Dan will follow-up with the Commissioner from DOE regarding replacement council member. Council members are to send updated bios to Dan for posting on the website. d. Programming/Events Committee: Dianne R. reported that the route needed to change this year since Concord Hospital is having their large race event the evening of GCPA&H 5K. Our 5K will begin and end at Memorial Field. The Proclamation Travis sent

Description

around will be read at the walk. Please review the Proclamation again and send comments to Travis who will then forward it onto the Governor's Office. New maps will be provided. Dianne will work out the details with St. Paul's. Exhibitors will be at Memorial Field. No shuttles needed. Concord HS and NH Hospital may be used as overflow – Dianne to follow-up. We may want to consider changing our event date next year due to this scheduling conflict. Permits and certificate of insurance pending: Memorial Field, City of Concord. The walk will take place rain or shine. Dianne showed a sample t-shirt. If we use the same logo and white t-shirt with one color for logo the cost will be less than \$5 per shirt. If the sponsors can't be mentioned on the t-shirt, they will be mentioned on the website. Chris sent out superintendent mailings yesterday. Chris' letter can also be used as a generic letter. Travis will update and send to members. A sample packet was distributed. It was recommended that the schools who participate be recognized with a letter or certificate; businesses can also be recognized this way.

VII. New Business:

- a. Meeting with Katja Fox: Travis met with Katja and the meeting experience was very positive. Katja wants to be kept updated on the council's programs. She will be sent the meeting minutes.
- b. Legislative award: Travis reviewed ideas about possible legislators for this award.
- c. Statement from the Governor for our website: Travis will work with Katja on this task.
- d. Picture with Council Members and Governor – pending.
- e. Funding – not discussed at this meeting.
- f. Opening: Marketing/PR/Advocacy Committee – contact Travis.

Meeting was adjourned at 5:15 p.m. The next meeting is Tuesday, April 21, 2009 at the Governor's Council Chambers from 4:00-5:30 p.m.

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

Description	Assigned To	Due Date
1. Create a spreadsheet for school/hospital/senior contacts for upcoming event in May.	Paul	Done
2. Create a spreadsheet for Media contacts.	Sharon	Pending
3. Event Planner	Dianne and Chris	In progress
4. Reach out to John Clay, Union Leader	James	Pending

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

Meeting Dates & Times Next meeting date: April 21, 2009 Place: Governor's Council Chambers Time: 4:00 – 5:30pm		
------------------------------------------------------------------------------------------------------------------------------------	--	--