

Philadelphia Recreation Advisory Council (PRAC) Transition Plan

Philadelphia Parks and Recreation and the Philadelphia Parks Alliance are looking to bolster the structure of the Recreation Advisory Council Network in 2018. In the coming year, we will work closely with Advisory Council members to reinforce PRAC's values of transparent communication, member input, and fostering growth at our parks, playgrounds, and recreation centers. To continue cultivating PRAC into an entity that can provide more resources, development opportunities, and standardized procedures, we are proposing structural changes to PRAC. Some of these changes will include formal registration for Advisory Councils, elections for a Board of Advisors, a new calendar for PRAC citywide and district meetings, and the first annual PRAC Conference.

Board of Advisors

PRAC will retain a Board of Advisors who will assist in identifying priorities of PRAC and organizing the annual PRAC Conference. They will serve as liaisons to local PRAC affiliates, staff committees, and ensure compliance of Advisory Councils. The Board of Advisors will convene a private Executive Session within the week leading up to each PRAC citywide meeting. The Board will be made up of the following positions, elected every three years:

Chair, Vice Chair, Secretary, and Committee Chairs.

Nominations:

To be eligible for Board positions, candidates must be over 18 years of age and have been an active member of a local Advisory Council for over six months. To nominate yourself or another person, return the "PRAC Board of Advisors and Committee Member Nominations 2018" physical form to the Parks Alliance, nominate a candidate online at the Parks Alliance website, or call the Parks Alliance during office hours with candidate information at the ready. All nominations must be submitted to the Parks Alliance by January 31st.

Elections:

Elections for Board Chair, Vice Chair, Secretary, and Committee Chairs will take place at the PRAC Winter Meeting, February 13th. It will be a secret ballot. PRAC members who hold Advisory Council officer positions (President, Vice President, Treasurer, and Secretary) and are registered with PPR will be eligible to vote. The registration deadline is January 31st.

Committees:

The following four committees will be created under the Board of Advisors:

Finance, Programming, Advocacy, and Governance and Compliance.

Each committee will report out at each citywide PRAC meeting. Other committees can be formed ad hoc by the Board.

PRAC Meetings

To increase meeting attendance, citywide meetings will be held quarterly. Additionally, Councils are also invited to attend district meetings, held twice a year. These meetings will enable facilities in close proximity to forge new connections, participate in trainings, and get the opportunity to discuss concerns with their PPR District Manager, who will lead the meetings alongside Parks Alliance staff. While these meetings are not mandatory, they offer helpful services such as fundraising assistance, program development resources, and tools for increased community engagement.

2018 Meeting Schedule

Date	Meeting	Location
Tuesday, February 13 th at 6:30PM	Citywide Meeting	Cecil B. Moore Recreation Center
March, TBD	District Meeting	District HQs
Tuesday, May 8 th at 6:30PM	Citywide Meeting	Rotating District
Tuesday, August 14 th at 6:30PM	Citywide Meeting	Rotating District
September, TBD	District Meeting	District HQs
Tuesday, November 13 th at 6:30PM	Citywide Meeting	Rotating District

Annual PRAC Conference

The PRAC Board of Advisors and the Parks Alliance will host an annual conference for PRAC members each year. The conference will include discussions, workshops, and planning that will prepare Councils for the coming year and recognize members for their service. All PRAC member organizations will attend.

Financial Stewardship

The PRAC Board and all Advisory Councils can use the Parks Alliance’s 501(c)(3) tax-exempt status for all matters related to park, playground, or recreation center operations. On a regular basis, the Parks Alliance and PPR will provide budgeting workshops and trainings for interested PRAC members. There will also be financial resources for all Advisory Council members on the Parks Alliance website.

The Parks Alliance now offers easy banking, budgeting, and fundraising solutions for any Advisory Councils that want more structured support. The Parks Alliance staff is available for all financial concerns by appointment.