



Vermont Recreation and Parks Association

December Quarterly Meeting



Wednesday, December 6, 2017

Waterbury State Office Complex, 280 State Drive, Waterbury (site of former VT FPR Offices)
Fox Conference Center (upstairs) located in Building "A"

EDUCATION PROGRAM (0.15 CEU)

A Matter of Time

Get ready for the new year...we will cover the fundamentals of time management, including unpacking the meaning of time, identifying your time triggers and habits, and learning some of the best tricks, tools, and life hacks to increase your productivity, minimize your stress, and make an impact... all in a day's work.

Presenter: Claire Wheeler, Consultant & Co-Conspirator - Re:Work

Claire Wheeler is a specialist in strategic design and stewardship for nonprofits, community-based businesses and individuals through her business Re:work (www.thisisrework.com). Her passion is to translate the creative genius of people into the systems and structures that make meaning and dismantle stress at work. Before starting Re:work, Claire worked for ten years as a program director and administrator in the environmental non-profit sector. She has also earned her keep by knocking on doors, harvesting vegetables, and selling kites. She holds an MBA in Managing for Sustainability from Marlboro College. She finds power in prose & splendor in spreadsheets.

MEETING AGENDA

8:30 – 9:00 am	Refreshments and Networking
9:00 – 9:10 am	Welcome & Introductions
9:10 – 10:30 am	Education Program
10:45 – 11:15 am	Roundtable Discussions (CHOOSE ONE from topics - generated during program)
11:30 – 12:30 pm	VRPA Business Meeting
12:30 – 1:30 pm	LUNCH and Yankee Swap (bring a \$5 gift if you want to play)

Entrance to the state building will require all meeting participants to go through security; please bring a picture ID and plan to arrive a few minutes early for the security check. Your bags will be inspected.

MEETING REGISTRATION - [CLICK HERE to REGISTER ONLINE](#)

Meeting Registration Fees: \$20.00 (includes morning snack & lunch)
\$10.00 (no lunch)

Please register by Friday, December 1st. Thank you!

Questions or Registration Problems? Contact Betsy Terry at betsy@vrpa.org or 802-878-2077.

Directions: The new Waterbury State Office Complex is located at 280 State Drive in Waterbury. Take Exit 10 off I-89 and turn towards Waterbury (RIGHT turn from the north and LEFT turn from the south.) Continue a short distance to North Main Street and turn LEFT. Continue ~2 miles along North Main Street and turn RIGHT onto State Drive (Park Row will be opposite on the left.) Continue about halfway around the loop and Building A will be on your left – you will enter the building from this side. There is plenty of free on-site parking available. We are meeting in the Fox Conference Center located on the second floor of Building A.