



OCEE PARK BOARD OF DIRECTORS MEETING MINUTES

January 9, 2006

MEETING BROUGHT TO ORDER

President Hank Wiley brought the meeting to order at 7:04 PM at the State Bridge Kroger.

Board members present: Wayne Henderson, Reese Jacobs, Bobby Lang, Eric Mathis, Julie Munoz, Lalo Munoz, JD Rutledge, Keith Siegfried, and Hank Wiley.

Board members absent: All members present.

Booster Club Committee Chairman: Gillen Young (Absent)

League Commissioners present: Lee Doernberg (Softball)

1) OLD BUSINESS:

▪ Capital Improvements Updates:

- 18 Foot Flag pole – Bobby will order one for Field 2. It will be placed in centerfield behind the fence.
- Park Marquee – A motion was presented to eliminate the entrance marquee from the capital improvement plan. Bobby Lang presented the motion and Wayne seconded the motion. The motion passed unanimously.
- Bleachers Update – Complete except safety rails, fence, hand rails, riser end caps, and the bolting of bleachers to the concrete pads.
 - Bobby discussed having the county move the old bleachers to Jacobs, Lang, Conklin, and Tee-Ball fields.
 - Discussion took place about potentially replacing the wood benches with new aluminum benches to aide in extending the life of our old bleachers.
 - Discussion took place about the need to remove the lower steps on the light poles that back up to the new bleachers as these lower steps are now accessible to kids climbing them. Bobby said that the county is aware and will remove.
- Scoreboard for Conklin Feed – Hank updated the group that the Coke representative James Bradburn has still not responded positively to our request for an additional scoreboard. Coke needs to determine the amount of sales to OPAA prior to making the decision to add a new one. Discussion took place about purchasing a new one outright will capital funds as we have now eliminated the marquee. Bobby will handle getting quotes for a new scoreboard and installation and work with Hank as he works through the Coke contact.
- Repair of existing batting cages – nets, repair and addition of additional lighting for all cages including Jacobs and Lang. Lalo with investigate.
- Cantilever netting on Field 3. Discussion took place about the cantilever netting idea. The cantilever idea was considered unacceptable due to expense and back stop design. A motion was presented to have Tommy Barber to investigate putting netting over the bleachers near Field 3 while Bobby will investigate the cost to put bleacher covers over these bleachers as well. The motion was seconded and passed unanimously.
- NEW ITEM: Yellow Plastic Fence Cover – A motion was presented by Wayne to order the Yellow Fence Cover for Field 3 and Jacobs. The anticipated cost is approximately \$300-\$400 per field. The motion was seconded by JD and passed unanimously.

- **Field Maintenance:**
 - Lang and Jacobs scoreboard repairs – Charlie Lang has installed the new cable after digging a 300 foot trench. Next step is to have an electrician connect the line.
 - Dugout repairs on Conklin (end caps on end nearest home plate) - Hank updated that there has not been any action on this item. Still open.
 - Light pole on Field 3 – There is an entire pole that does not work on Field 3. Fulton County has been informed but they currently are out of money to do the repair. We will wait until February to see if funds become available to the County for the repair. If funds are not available from the County, OPAA will pay for the repair.
 - Shed Door – The garage door does not work as it appears to be damaged. Keith will contact “Overhead Door” to arrange for them to meet Bobby at the park to repair the door.

- **Sponsorships:**
 - Banners for Dave FM 92.7 – JD has contacted Dave FM (Michelle) and found out that a contact for our needs has not been replaced as of yet. JD will follow up with them to get 7 banners to be placed at Ocee Park this upcoming spring. These banners are for the donation that was presented in 2005 but the banners were not put up last year.
 - NEW ITEM: Grand Slam has agreed to be a 2006 World Series Sponsor by again offering batting cage time slots like last year. Grand Slam will offer each spring team a one hour time slot for use. Discussion took place about making sure OPAA gets 100% of the total slots available. If unused time is left after the season, OPAA wants the ability to use this unused time for All Stars in June and July. This would require Grand Slam to maintain a log and provide an update routinely to OPAA.

- **CHARTER WAIVER for Spring 2006:**
 - The OPAA’s CHARTER WAIVER is pending election/appointment of a District Administrator to submit our boundary population waiver request (population exceeds 20,000). There is a potential that our district might be merged with another district with less teams. A potential target district might be District 2. This redistricting will be resolved at a later date.

- **CHARTER HOLD:**
 - OPAA’s CHARTER “hold” was lifted on Thursday January 5th, 2006. Williamsport has sent our Charter application for 2006 and the Insurance Application. Hank Wiley will be filling it out this week so that it is complete prior to assessments starting.

- **Safety and Equipment – Keith Siegfried:**
 - Softball Bags – Keith updated the group that several bags will need to be ordered for softball depending on the final number of teams in the respective leagues this spring. Discussion took place about re-aligning the number of teams in the softball leagues. Keith will coordinate with Lalo to assure the proper equipment is ordered in a timely fashion prior to the start of the season.
 - Field Equipment – Two pitching machines are currently inoperable. New L-Screens need to be ordered as well. Keith has the contacts for ordering these pieces of equipment and confirmed the process for ordering using a credit card and submitting receipts.
 - CPR/AED Training – Keith updated the group that a sign up would need to be at the Coaches Meeting to get the number of individuals who need this training. Once the number has been identified, Keith will organize a date for the training and inform the group as to the location of the training. The key to this process is the number of individuals who attend.
 - Development of Equipment SOP – Still Open Item.
 - Need 11” and 12” softballs for equipment distribution – Discussion about the number required created the need to order 27 dozen 11” balls while the number of 12” balls remains open until final league alignments are finalized.

- **Hosting 9-10 and 11-12 Year Old State Softball Tournaments:**
 - Both tournaments would be held at the same time in Mid-July.
 - Discussion took place about the ability to coordinate enough volunteers to run this tournament. The general feeling is that it would take as many as 20 volunteers to make it run smoothly. Bobby and JD both suggested that there is a lot of pre-work to hosting the tournament in addition to running the day to day operation. Lalo wanted to get some general approval now so that he could begin to organize the volunteers early enough to start working on the details in advance. Several Board members confirmed potential conflicts during this time period due to work/personal commitments.
 - Two Tournament Directors, Host Committee to provide programs, hotel arrangements, a banquet with speakers, individual team hosts, field preparation crews, scorekeepers, umpires, etc are all required for

the tournament. JD brought up a concern about the number of potential qualified umpires available for the tournament.

- Discussion took place about our ability to request the tournament based on our current lack of a District Administrator and formal District. Without a DA we would be running alone.
- A motion was presented by Lalo to request the State Tournaments be held at Ocee Park when the DA is identified, begin the process of organizing the tournament with the assumption that OPAA is awarded the Tournaments, begin soliciting volunteers, and agreeing that all team members and parents of the OPAA All Stars would be required to work the tournament. The motion was seconded by Reese and passed unanimously.

- **Umpire-in-Chief – JD Rutledge:**

- Rules Meeting and Training dates: February 10th will be the Rules Training and February 11th will be the Mechanics training.
- Rules Meeting location – JD will work with Wayne to potentially get access to Webb Bridge Middle School for the training. Open.
- Critical information requirements - Umpires must fill out a Volunteer Application Form, submit a copy of their driver's license, provide Name, Address, and SSN for the IRS Forms 1099. JD confirmed that he will get the 1099 forms from Julie and will do the background checks for all umpires.

2) NEW BUSINESS

- **Secretary Report – Eric Mathis:**

- Hank Wiley confirmed that the minutes had been reviewed from the last meeting held on December 6, 2005. A motion was presented by Lalo, was seconded by Bobby, and carried unanimously to dispense with the reading of the minutes and accepted them as issued previously.
- Thank you letters for donations to the Family Assistance Fund – Hank suggested to the group that OPAA send Thank you letters to the families that send in donations to the fund. Julie will get Eric the names (copies of checks received) so that letters can be sent.
- Eric brought up the need to still receive Volunteer forms from Wayne, JD, and Bobby for the 2006 season. Eric will be at the coaches meeting to aide in the collection of these documents. Additionally, a list of all the commissioners and the respective managers for each team in each league has been requested from Wayne so that the tracking of forms can be established.

- **Treasurer's Report – Julie Munoz:**

- Julie Munoz provided a financial report.
- We are currently on target to meet our projected revenue requirement for the Spring 2006 season assuming that the Concession Stand will generate approximately \$50,000 in revenue this spring. If this does occur we should be cash positive after the spring season.
- Julie updated that group that the financial records for our fiscal year ended in October are now ready to be audited.
- Arrangement for CPA to complete our Form 990 – This form is due to the IRS and GA Secretary of State. Ralph Ward has filed for an extension.
- Forms 1099-MISC due to Individuals – The 22 individuals have been identified that require this form and will be sent the form prior to January 31st.
- Forms 1099-MISC due to IRS – OPAA will send the forms to the IRS electronically before March 31st.
- Adoption of the Financial Management Guide - Discussion took place about the Financial Management Guide (FMG) dated December 2005 Revision 1.2. It has been updated to incorporate changes more in line with Ocee Park and its operating requirements. A motion was made by Julie Munoz to accept the FMG as presented. It was seconded by Keith Siegfried and passed with only one opposed.
- Letter to IRS to remove \$2,800 penalty – Discussion took place about the current \$20/day fee we are incorrectly being charged by the IRS. Hank has talked to the IRS and mailed a letter asking that this penalty fee be removed due to our non-profit status and the error by the IRS.

- **Coaches Director:**

- Coaches Meeting
 - To be held Saturday January 12th at 9:00 at the AMC Theatre on 7730 North Point Parkway.
 - Hank is working on the Coaches' Guide and agenda for the meeting.
 - Almost all Board Members and Commissioners are available to attend.
 - Hank will bring copies of the volunteer form to hand out for completion.
- Coaches Training
 - Dan Perez will conduct the training on February 4th.

- Location to be confirmed. Goal is to have at Webb Bridge Middle School from 9:00 AM to 3:00 PM.
 - Duty Officers – Discussion took place about how to handle duty offices this coming spring with options noted as having coaches do it as in the past or to schedule only Board members and Commissioners. The group decided to continue with having Hank put together a schedule for all coaches to continue this duty in a rotating manner. Charlie Lang will continue to open the park Monday – Thursday.
- **Safety and Equipment – Keith Siegfried:**
 - Equipment Pickup Date – Keith confirmed that the equipment will be picked up on February 11th. He will publish a schedule for the pickup as to manage the flow from the shed and to maintain record accuracy.
- Player Agent – Reese Jacobs:
 - Discussions took place about the potential realignment of the AA and AAA Baseball leagues to accommodate coaches. The group resolved to stay with the current league alignment as previously decided.
 - Softball Leagues
 - Only 24 players are currently registered in the Seniors League.
 - An advertisement has been placed in the Johns Creek Herald newspaper.
 - Discussion took place about the potential dissolving of this league so that more baseball leagues could potentially be added to help reduce the wait list in this area. There were comments made about the need to keep this league even though only two teams were currently filled. Lalo volunteered to contact each of the 24 registrants to confirm their interest prior to making any final decisions.
 - Lalo discussed potentially realigning the Softball leagues in the following manner once the assessments were complete to provide a more competitive Majors League. Wayne requested this be done very soon as he is working on the spring field schedules
 - Farm League (6-8 YO's) – 4 Teams
 - AAA (9-11 YO's) – 8 Teams
 - Majors (10-12) – 4 Teams
 - Baseball Leagues – Reese updated the group that the Juniors Baseball league currently had 5 openings and that the Seniors Baseball league had 6 openings.
 - Reese provided detailed outlines of the proposed Assessment schedules and draft schedules. These will be put on the website.
 - Assessments will be held January 21st through January 29th.
 - Majors, Juniors, and Seniors start January 21st.
 - Whole Park starts January 28th while the Majors conclude.
 - The draft process will begin January 30th and conclude on by February 8th.
 - January 30th.- Majors Baseball and Softball
 - January 31st – AA and Seniors Softball
 - February 1st – Farm Softball and Seniors Baseball
 - February 2nd – AAA and Juniors Baseball
 - February 6th – AA Baseball
 - February 7th – A Baseball
 - February 8th – Farm Baseball
 - February 9th – Tee Ball League Team Assignments complete
 - Major League Draft – Reese will be providing a revised draft format for this league due to the expansion and impact of several players not returning to their respective teams.

NEXT MEETING

- The next meeting date will be February 12th at 7:00 at the State Bridge Kroger pending Hank's ability to reserve this location.

ADJOURNMENT

- A motion to adjourn was presented by Eric. The motion was seconded by Keith, and carried unanimously. The meeting was adjourned at 9:37 PM.