



OCEE PARK BOARD MEETING MINUTES December 9, 2006

MEETING BROUGHT TO ORDER

President Wayne Henderson brought the meeting to order at 9:02AM at the Kroger Saddlebrook Community Room.

Board members present: Rick Holcombe, Lalo Munoz, Reese Jacobs, Wayne Henderson, Gillen Young, Skip Hamel, Kathy Robb, Keith Siegfried, Julie Munoz, Jon Brasher

Board members absent: none

Guest – Samantha McElhaney and Modesta Van-Lare, SunTrust Bank

BUSINESS

1. Changing bank accounts. Julie Munoz had researched alternative bank service providers. The current account is with Bank of America and they will not waive monthly service fees. Samantha McElhaney and Modesta Van-Lare, from SunTrust Bank, presented their offerings. SunTrust offers non-profit groups a checking account program that earns interest and provides for combined statements (combining checking and savings accounts). There is no service charge as long as the account balance is greater than \$5000. OPAA qualifies for this service as a non-profit. In addition, SunTrust would consider sponsorship, we simply need to send them some information.

When the SunTrust presentation was finished, the board conducted general discussion on the issues presented by Julie.

Rick Holcomb made the motion to change banking accounts from Bank of America to SunTrust Bank. Skip Hamel seconded the motion.

VOTE - The motion was passed unanimously.

2. Spring Participation Pins. Reese presented 3 designs for the spring for review by the board. Design #1 was selected as the best of the 3 designs.

Rick Holcomb made the motion to Accept Design #1 for the Spring 2007 participation pins and authorize an expenditure not to exceed \$2000 for the pins for the spring season. Julie Munoz seconded the motion.

VOTE - The motion was passed unanimously.

3. Treasurer Report. Julie Munoz reported bank balances totaling \$71,805.65 and adjusted balances (accounting for outstanding checks and other commitments) of \$67,911.33. The estimated 2007 budget lists expenses totaling \$257,050.



4. Volunteer Plan. Wayne Henderson expressed a desire to have more volunteers involved in the programs at Ocee Park rather than the park pay for everything. This has been a challenge for Ocee Park because many people would rather pay money than volunteer. The concession stand is one area to consider, but many of the park families have expressed the positive outcome of paying for the management and staffing of the concession stand. The solution is not easy. Gillen Young and Wayne Henderson will draft a plan to encourage more volunteering at the park.

5. Sponsor Marketing Materials. Wayne Henderson noted that OPAA has no marketing materials for individuals or companies interested in sponsorship of the OPAA baseball and softball programs. Other leagues that have significant sponsorship have materials and business cards for board members.

Keith Siegfried made the motion to authorize a spending not to exceed \$1500 for printed sponsorship marketing materials and board member business cards. Lalo Munoz seconded the motion.

VOTE - The motion was passed unanimously.

6. Field Maintenance Budget. Gillen Young presented a field maintenance plan and budget. The transfer of the park to the City of Johns Creek will happen shortly after Johns Creek is formally established as a city on December 1, 2006. Park maintenance has been contracted through CH2MHill. Gillen and Hank Wiley attended a meeting with Parks & Recreation Committee members and CH2MHill representatives on 11/27/06. The expectation is Ocee Park will receive maintenance at the same level as performed previously by Fulton County maintenance staff. This does not address the long term neglect of playing surface maintenance causing significant need for "catch-up" maintenance.

Gillen presented a plan that focused on 3 key areas: (1) Turf aeration, fertilization & weed control; (2) Field drainage; (3) Field improvement recommendations. The total budget presented totaled \$30,910 for all items listed in the plan.

Several board members commented that the City of Johns Creek should pickup these costs and requested that Gillen discuss with Hank Wiley how to request funding from the City of Johns Creek.

7. Review registration and finalize/approve league alignment in 9-12 baseball age groups. Reese Jacobs presented the results of the spring registration and made the following recommendation for league alignment:

Recommendation: AA (8 teams), AAA (8 teams), Majors American (8 teams), Majors National (6 teams). The total is 30 teams, 360 players.

Play Ups: Tee ball (8), Farm/A (8), AA (8), Majors (14 spots for 10YO players)

Gillen Young made the motion to accept Reese's league alignment without modification.

Keith Siegfried seconded the motion.



VOTE - The motion was passed unanimously.

8. Approve charter application for Babe Ruth and authorize payment. Reese Jacobs presented a worksheet listing all divisions of OPAA baseball and softball programs and the related Babe Ruth charter application and accident and liability insurance fees. The total charter and insurance fees amounted to \$8,067.00.

Lalo Munoz made the motion to approve the application as listed by Reese's worksheet on Charter Fees and authorize the payment of \$8,067.00 for Babe Ruth charter and insurance fees for the 2007 season. Wayne Henderson seconded the motion.

VOTE - The motion was passed unanimously.

9. Director and Officer Liability Coverage for 2007. Reese Jacobs explained the benefits of having special director and officer liability coverage for OPAA. The cost of this coverage is \$500.

Reese Jacobs made the motion to submit an application and authorize the payment of \$500.00 for Director & Officer Liability insurance for the 2007 season. Wayne Henderson seconded the motion.

VOTE - The motion was passed unanimously.

10. Adopt new league Constitution and Bylaws and organize for Membership vote. Reese Jacobs explained the lawyer is still working on a new constitution and by-laws. Action on this item is deferred until the revisions are completed. The goal is to complete this task via email and include the constitution adoption as part of the coaches meeting on 1/13/07.

11. Adopt new league Conflict of Interest policy. Reese Jacobs explained the lawyer is still working on a new constitution and by-laws. Action on this item is deferred until the revisions are completed.

12. Authorize expenditure for Form 1023 Tax Exempt Status filing and associated attorney fees. OPAA is no longer covered under the Little League Tax Exempt status and is required to obtain its own Tax Exempt status. Reese has estimated this will require \$5,000 - \$6,000 of league funds.

Reese Jacobs made the motion to proceed with OPAA obtaining independent tax exempt status and to authorize payments not to exceed \$6000 for filing fees and associated attorney fees. Lalo Munoz seconded the motion.

VOTE - The motion was passed unanimously.

13. Approve expenditure for uniform patches from Babe Ruth. Patches are a required part of the uniform. The price is \$1.15 per patch when ordered in quantity. OPAA requires the following for the Spring 2007 season: Cal Ripken -750; Babe Ruth Baseball -125; Babe Ruth Softball - 250.



Reese Jacobs made the motion to authorize payment not to exceed \$1500 for Babe Ruth uniform patches. Julie Munoz seconded the motion.

VOTE - The motion was passed unanimously.

14. Approve expenditure for Babe Ruth baseball and softball rule books for 2007. Babe Ruth provides one rule book per chartered team. Additional rule books are needed to provide 2 per team. This requires ordering 125 baseball rule books and 50 softball rule books.

Gillen Young made the motion to authorize payment not to exceed \$500 for 125 Babe Ruth baseball rule books and 50 Babe Ruth softball rule books. Wayne Henderson seconded the motion.

VOTE - The motion was passed unanimously.

15. Approve expenditure for Babe Ruth league signs to go on backstops. This is the second half of an order for signs already received. The signs will be positioned on the backstop fence of each field showing the new OPAA logo.

Keith Siegfried made the motion to authorize payment not to exceed \$5000 for the second half of the order for signs with the new OPAA logo. Lalo Munoz seconded the motion.

VOTE - The motion was passed unanimously.

16. Approve expenditure for repairs of shade cover footings on Nichols Field. The 3rd base side shade assembly needs to be removed, the footer dugout and re-poured, and the shade cover re-assembled. Quotation from the shade cover company is \$1,100 and the work would be completed prior to assessments in January.

Reese Jacobs made the motion to authorize payment not to exceed \$1100 for repairs to the shade system on Nichols Field (3rd base side). Julie Munoz seconded the motion.

VOTE - The motion was passed unanimously

17. Find a suitable replacement for Little League background check program. OPAA had previously utilized the Little League Rapsheets program to conduct background checks on volunteers at a very low fee per volunteer. Background checks was a required element by Little League. In Babe Ruth, background checks on volunteers are not required, but the OPAA board has adopted background checks as a safety measure for the players participating in the OPAA programs. However, the Rapsheets program is no longer available to OPAA with the move to Babe Ruth. Choicepoint, an Alpharetta GA based company, offers a program called Volunteer Select to conduct background checks. The cost is \$5 per volunteer.



The board discussed this increased cost and again confirmed that background checks is needed for the safety of the players in the OPAA programs. Keith Siegfried and Wayne Henderson commented that OPAA could consider background checks on all new coaches and check every other year of volunteers that have been in previously coached in the OPAA programs. This was discussed and determined to be a reasonable approach to uphold a safety standard. Gillen has the list of background checks on volunteers for the 2006 season from Eric Mathis.

Gillen Young made the motion to require background checks on any new coach/volunteer to Ocee Park and every two years for volunteers where a background check has already been conducted. Reese Jacobs seconded the motion.

VOTE - The motion was passed unanimously.

18. Update on 501(c)(3) and Sales Tax situation. Reese Jacobs provided the board with an update on the issue of OPAA being required to collect and remit sales taxes on OPAA branded merchandise sold at the park. The attorney requires additional time to research this issue. OPAA must file Form 1023 for tax exempt status (see item 12 previously discussed.) Other forms will need to be filed.

19. Reservation of location for Coaches Meeting on 1/13 (Saturday 9am-1pm). AMC Theatres on Mansell Road used for previous year meetings. Wayne Henderson has the responsibility for making the reservation for the coaches meeting.

20. Location of Coaches Clinic in February. Lalo Munoz has the responsibility for determining the location of and making the reservation for the February coaches clinic.

21. Authorize various equipment expenditures. (Louisville Slugger pitching machines, baseballs and softballs.) Board discussion was deferred on all items except procuring baseballs and softballs to be distributed to each team at the beginning of the season.

Julie Munoz made the motion to authorize the purchase of 15 cases of baseballs/softballs not to exceed \$5000. Reese Jacobs seconded the motion.

VOTE - The motion was passed unanimously.

22. Helmets as Required Equipment. Equipment and Safety officer Keith Siegfried will be assembling the equipment bags on January 6, 2007. Keith indicated the number one equipment complaint was players borrowing another players batting helmet. He recommended that OPAA adopt a policy that requires each player to provide their own batting helmet due primarily to safety and hygiene considerations. The board discussed this recommendation and concluded some helmets should be made available to families that may not want or be able to purchase a helmet. OPAA helmets can be borrowed on a per season basis with families leaving a \$25 deposit check (payable to OPAA) with Keith Siegfried. The check would be returned to the



family when the helmet is returned. If the helmet is not returned, the money would be used to purchase a replacement.

Skip Hamel made the motion for OPAA to adopt a policy of requiring each player to have a helmet as part of their required equipment and that OPAA helmets could be borrowed by leaving a \$25 deposit check. Julie Munoz seconded the motion.

VOTE - The motion was passed unanimously.

23. Need for Executive VP Officer position. Reese explained that the new constitution has an officer position of Executive Vice President that includes the same signature authority as the role of President.

Kathy Robb made the motion OPAA adopt the officer role of Executive Vice President, that the role has equivalent signature authority as the President, and that Reese Jacobs be given that role for the current board term. Jon Brasher seconded the motion.

VOTE - The motion was passed unanimously.

NEXT MEETING

Wayne will notify the board of the next meeting date.

ADJOURNMENT

A motion to end the meeting was presented, seconded, and carried. Meeting ended at 11:05AM.