

## **Clayton County Athletics Coordinators Staff Meeting Minutes**

**3/3/2014, 10am South Clayton Recreation Center**

**The meeting was called to order at 10:03am**

**The following people were in attendance: Adeal Bell, Nigel Grant, Casinious Moore, Willie Turnipseed, Donald Shockley, and Kobo Simpson.**

### Old Business

- Basketball Championships- The group recapped the weekend's slate of championship youth basketball games.
  - Incident/Accident Reports- There were no incident or accident to report.
  - Participation Trophies & Photos Distribution – Team photos and participation trophies have been distributed to each team.
- UGA Study – The Department will participate in a second round of the UGA active employees study. Staff members who are interested in participating should contact Debbie Norsworthy.
- County Kickball League – Promotion for the Department-sponsored kickball league has begun. Detrick would like for the Department to have enter two teams in the league. Fees are \$100 per team.

### New Business

- Park Lighting/Electrical Boxes – Heath –The Department's contracted electrician informed the staff that the breakers in the electrical rooms should not be used as switches. Those park locations without proper switches will have them installed. In the interim, only Coordinator-level staff and above may operated the breakers. Upgrades are forthcoming.
- Policy Bulletin – Purchasing Procedures – The new policy bulletin outlining purchasing procedure should be signed by each Athletics staff member and returned to Kobo Simpson by Friday, March 7<sup>th</sup>.
- Senior Management Meetings Schedule – A schedule of meetings for the Department's Senior Management Team has been distributed by Terrie Randolph.
- GRPA New Initiative Grant Program – Kobo Simpson is responsible for applying for a GRPA grant on the Department's behalf. The grant project has yet to be determined.
- NRPA/Macy's Donation Project – Macy's in Southlake Mall will match community donations to the Department up to \$250k. Amy Keeny will provide information about the campaign, and Nigel will distribute it via RecTrac to the Athletics participants.
- BOC Resolution – Annual Leave – 16 hours of annual leave have been restored to full-time employees who had to use them during the inclement weather days.

### Additional Information

- Wet bulb thermometers will be purchased for each park.
- The Athletics staff has been invited to the Amerigroup community breakfast on April 15<sup>th</sup> at Turner Field.. Kobo Simpson will RSVP for the team.
- Any additional registration will require a late fee.
- There will be no regular Athletics staff meeting next week. The team will use the time to produce the 2014 softball and baseball regular season schedules.

**The meeting was adjourned at 12:10pm**

**The next meeting will be March 17th at 10am.**

**Minutes were submitted by Kobo Simpson**