

Clayton County Athletics Meeting Minutes

April 28, 2014

Call to order

Koboi Simpson called to order the regular meeting of the **Athletic Staff** at **10:00am** on **April 28, 2014** at the **South Clayton Recreation Center**.

Roll call

The following persons were present **Don Shockley, Bill Boyd, John Mondy, Willie Turnipseed, Adeal Bell, Cainious Moore, Nigel Grant, and Koboi Simpson**.

- Open issues.
 - Baseball/Softball
 - a. Scores – All scores have been turned into John and will be posted by end of business Monday.
 - b. Make up Schedules – All games have been rescheduled and the Coaches have been notified.
 - CCFL Coaches' Meeting – Wednesday, April 30 @ 6:30pm, VIP2

New business

- **Registration/Rec Track Opportunities for Improvement**
 - WebTrack Staff Accounts – Staff will create household accounts to better serve our customers with online registration (run mock registration using your account to get familiar with the front side process). Staff will login to Webtrack to familiarize themselves with the process.
 - 30-day Online Registration – Online registration will become the normal process with a \$20 late fee added to all registrations after the scheduled onsite week of registration.
 - Activity Registration Codes on Website(no more Leisure Connection) – Registration Codes will added to each sports website on the County Website to better assist our customers with online registration.
 - Incentives for Online Registration – Encourage more online registration by returning customers while also maintaining a level of personal contact. Incentive gifts are being determined to help promote online registration.
 - Pre-Registration Financial Aid Application Process – One day pre-qualification event before registration opens for applications for Financial Aid to be given out so the process is speeded up at the time of registration. Possible online codes on Web-Track for scholarships after the pre-qualifying process is completed. The pre-qualification period will be the Monday before registration week at each Park so that the Coordinator can meet with each person to determine qualification status.
 - Activity Codes Cheat Sheet – Sheets will be provided to the Coordinators

- Chrome Books Kiosks – Kiosks will be provided at each location for those customers who are using credit cards and who are willing to have their receipt e-mailed to them.
 - Athletics Aides Staffing Patterns(9am-1pm, 1-5pm, 5-9pm) – We will assess the possibility of staffing the Chrome Books during the daytime hours during the week of onsite registration.
 - Temporarily Released Bottlenecks (post-registration maintenance) – The wait period for login and password reminders will lifted for the week of registration meaning that if you request that information it will come back to your email address immediately.
 - Program Evaluation Surveys – RecTrack can be used for the Customer Surveys that we ask our participants to take part in.
 - Volunteer Background Checks – Possibilities are being explored.
 - Phone Registration? – Possibilities are being explored.
 - Pavilion rentals are being looked at for possible online registration.
- **Senior Management Team Meeting – Wednesday, April 30th @ 2pm**

Reminders:

Coordinators go on WebTrack and email yourself password and login information for your personal account.

Next Meeting will be Monday, May 5th

Koboi Simpson adjourned the meeting at 12:15pm

Minutes submitted by: John Mondy