

# Fayette County Parks and Recreation Commission Meeting

## Minutes from December 9, 2014

### Call to Order- 6:30 PM

**Present** – Charles McCollum (presided)  
Mike Saul  
Briana MacDowell  
Bradley Klinger  
Anita Godbee – Fayette County Recreation  
Glenda Bryant – Fayette County Health Department  
Hayla Folden – Fayette County Health Department  
Jeremy Kent – Fayette County Youth Softball  
Shawn Summers – Fayette County Youth Softball  
David Brill – Fayette County Youth Softball  
Missy Betsill – Fayette County Baseball  
Darrell Sims – Fayette County Baseball  
Bryan Thompson – Fayette County Baseball  
Geoff Fulton – Fayette County Soccer  
Ty Mueller – Brooks Area Recreation  
Joe Crumpton – Fayette County Basketball  
Gary Johnson – Fayette County Basketball  
Cajen Rhodes – Peachtree City Recreation

**Absent** – Shane Jones  
Football Association

**Welcome and Introductions**- Annual Association Presidents meeting

**Minutes**- September meeting minutes passed

**Public Comment**-None

**Old Business**-None

**New Business**- Overall discussion of the following

1. Concussion Laws – Handouts were given with concussion information. Associations were reminded about the concussion guidelines and that parents should be signing off on concussion

information each sport season. Parent signatures regarding the concussion information should remain on file for 3 years.

2. Mandatory Reporter Law – Everyone was reminded about the mandatory reporter law. Discussion took place regarding online training. Report forms can be obtained and submitted on the DFACS website. Anyone who submits a report should notify the Director of Parks and Recreation.
3. Background Checks – Associations were reminded to complete background checks for all board members and anyone who is working with children. An example of a background check form was passed out along with information on how to complete the form.
4. CPR/AED and First Aid Training – Associations were reminded that board members should be certified in CPR/AED and First Aid Training. Certifications are good for 2 years. Anyone wanting to be certified should contact ERTSS.
5. Prevention Moment- Glenda Bryant and Hayla Folden with the Fayette County Health Department discussed a new initiative to provide associations with information on healthy topics to post on their websites and also discuss with children at practices or games.
6. Financial Best Practices - Handouts were given out regarding best financial practices. Associations were reminded financial reports for all accounts are to be presented at each board meeting, any cash received must be counted and verified by two members, random audits will be conducted, bank statements received/verified by two board members, and businesses should be reminded not to place items on credit for an association by anyone who just comes in stating an item should be placed on the associations credit. Geoff Fulton, Soccer President and local CPA, presented some financial best practices regarding monthly reporting and internal controls.
7. Association Bylaws Best Practices – A reminder was given regarding bylaws. Some best practices suggestions were discussed such as two year staggered terms for each board member, executive board members must be Fayette County residents and have background checks conducted on them prior to taking office, and due process should be taken to ensure boards are comprised of Fayette County residents.
8. Association Special Events – Any association conducting a special event on county property should notify the Parks and Recreation Director prior to the event. A form should be submitted with information regarding the event. Permission must be obtained regarding inflatables and staking of anything in the ground. Vendors must obtain a vendor permit a minimum of 2 weeks prior to the event from the Parks and Recreation Department and background checks must be conducted on all vendors working on county property.

9. County Special Event – A discussion was held regarding an all-county event where all the sport associations can be involved.
  
10. Review of Each Associations accomplishments, facility needs and budget request.
  - Basketball Association reported their numbers were up this year. Last year they had 350 in comparison to 400 this year. They also reported the need for more female athletes.
  - Brooks Area Recreation reported their numbers are steady. Baseball switched from Little League to USSSA. They requested to move the AED from the field house to the baseball concession stand. They also stated they had parking needs.
  - Soccer Association reported their numbers had increased. They will be adding an adult league in the spring. They submitted an attachment with various funding request such as turf planning fields, repairing or adding safety netting, removing rotten poles, and adding dirt on some of the fields. Long-term request included lighting needs, upgrading concession stand at south soccer, and installing turf fields.
  - Baseball Association reported their numbers had been falling the past few years. Their current board's goal is to bring the kids back to the park. This past fall they increased their advertising campaign which resulted in an increase in participation numbers. They have interleague scheduled with several groups this past fall and anticipates doing so again in the spring. Their request include updating the batting cage, increasing the size of their dugouts, correcting the field dimensions on all the fields, repairing and adding safety netting, repairing mounds and infield/outfield lips, trimming trees which hang over fields, and repairing scoreboards.
  - Softball Association reported numbers about the same. They are trying to restart all-star program. Last year they purchased temporary fencing which is used for the various tournaments held at the park. Their requests include moving bases on field 1, keeping dogs off the field, and installing lights on some of the scoreboards.
  - Kenwood Park reported the need to repair and resurface the tennis and basketball courts.

**Staff Reports**-None

**Board Reports**-None

**Adjournment**-8:40 PM