

# OOB Ballpark Commission

## Meeting Notes

Meeting of the Ballpark Commission at 7PM on Dec 8, 2010 at the High School

The following members of the Ballpark Commission were present:

David Goyett

Lucien Huot

Mike Bouffard

Mark Gustin

Paul Crossman

Sheila Flathers

Absent

Dana Furtado

### Agenda Items

Minutes of 11/22 were accepted 6-0

Review and discussion of Field Usage Fees... after reviewing three (Scarborough, Clifford Mitchell and South Portland) usage documents it was decided 6-0 to increase day games from \$125 to \$150 and night games from \$250 to \$275. We will continue to work on a new document that will address cancellation policies, first right of refusal dates, scheduling and payment processes. It was also discussed that we need a point person (hopefully Jen DeRice) for scheduling of ALL events/games. All agreed that we will need to include funds to pay for field prep and other services.

We reviewed with Jack a preliminary letter outlining some changes the Commission would like to make and have Jack present them to the town Council for approval. We will ask for a quorum to be changed from 5 to 4. For the appointment of two alternates to be appointed and for Linda Jenkins to be formally appointed as an agent to act as Concession Stand Manager. We had further discussion on agents and Jack explained that agents needed to have specific assignments to be considered for appointment and at this time we do not see a need to appoint any others. Jack will follow up with a letter to the Commission explaining the requirements for appointing agents. Paul will write a sample letter that we can use to give to Commission approved folks that will introduce them as okayed to promote the Ballpark in gathering info and opportunities but states that it is only an info gathering process and that any final decision on anything related to the Ballpark is up to the Commission for final approval.

Update of USCAA tournament... We need to get the special event process started (Paul will handle this). Dave Goyett stressed that we need to get things in gear for the thank you notes and proposals solicitation of sponsors. Jack has sent Matt (and copied Commission members) as to the \$13,878.75 cap on the Town's commitment and hopes that that will be reduced due to savings on line by line items. Jack T sent a separate letter to Matt outlining the policies that will be put in place and adhered to for all events going forward. We need to get moving on this for fundraising purposes. Paul will get with Dana on where we are.

Old Business

Auto Flea Market proposal from Maine Drive Circuit... per Jack T we only need a special events permit for this. Paul is working to solidify the events being held here next year.

### Good and Welfare

Jerome Begert requested any update on the presentations that the SMCC classes made to Jack and Sheila. At this time there are no next steps but we are looking forward to the next classes continuation on presenting possible fundraising events for the Ballpark

### Commission and Tommy Updates

Dave Goyett- brought up that we should be selling signs and marketing to facility. There was follow up from the last meeting that we could indeed continue to sell signage and that the signage was not only available for sale through the Raging Tides. Paul and Jack stated that we need to work with the Team so that we all succeed. It was suggested that we get together with Doug to outline expectations.

Mark-brought up the souvenirs and has offered to head up that arena. We will look at pricing and start up funding. Per our last meeting Mark will work with Board Silly, Coastal awards and the photographer John Apte as suppliers. We talked about how to market and selling souvenirs over the website but it was tabled until we have more discussions and research done. Mark also brought up the need to rewire the scoreboard. 6-0 was voted to get the relays replaced and the scoreboard ready for use. Mark will get the cost info so we can get a PO. This brought up the need for power and Jack will work with Kevin's Electric to see what improvements need to be made to increase options for improvements to the property. The town will be responsible for these costs.

Tommy was not present but will address the Commission as soon as he gets back from vacation.