

**MINUTES OF THE SUNDAY, NOVEMBER 13, 2016 SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF THE OPTIMIST CLUB OF NORMAN, INC.**

PRESENT: President Brent Orr, Vice President Stephen Alexander, Treasurer Shannon Vickery, Directors Geoff Holt, Mitch Biesemeyer, Tracy Gordon, and Rob Norman

ABSENT: President Elect Mark Delano, Secretary Alicia Henshaw

President Brent Orr called the meeting to order at 8 pm. Brent had previously notified the Board of the need to meet between November's and December's regularly scheduled meetings because of several priority matters.

Brent announced that in discussions with Alicia Henshaw, Alicia had informed him that she was having difficulty meeting the time commitments of being the NOC Secretary and a Board member.

The board discussed the need to fill the Secretary vacancy in the event Alicia decided to step down. Kerry Tramel and Stephanie Chapman were mentioned as potential candidates for appointment to the Board in that event. Brent stated he would discuss Alicia's ability to continue as Secretary with her over the next few days.

Rob agreed to take minutes of the meeting in Alicia's absence.

The board discussed basketball jerseys and the need to place the jersey order with vendor Jim Warren.

The Board discussed the need to better secure and control access to the gym facility. Rob agreed to contact University of Oklahoma facilities management to have them rekey and recode all access points in the exterior and interior of the building.

Geoff Holt discussed the progress of the basketball season in his role as basketball director and chair of the basketball committee. Geoff advised of the progress and status of the basketball committee's work on practice scheduling, rules, referees, the preseason tournament, the format for the competitive and recreational divisions, and other aspects of the upcoming season.

The Board addressed the issue of hiring an employee. The Board had approved the hiring of administrative help at the prior regular board meeting. All members of the Board discussed the need for help with the large, urgent volume of tasks involved with the upcoming basketball season, as well as for the longer term needs of the NOC. Board members discussed the need to hire someone more qualified and able to work full time than a part time administrative assistant. Board members discussed the need to avoid the legitimacy, selection, and performance issues that had occurred with multiple paid positions prior to the recent election.

Geoff Holt presented a motion to hire a full time individual well qualified to assist with all aspects of the administration and coordination of the youth sports programs of the NOC. The precise job title, compensation package, and job description would be determined during the

process of selecting and onboarding the successful candidate. The position would be publicly advertised as open for applications on NOC social media and in appropriate job candidate forums.

Mitch seconded the motion. Brent conducted a roll call vote, and all members present voted in favor of the motion. Mitch agreed to place ads for the position in several places.

John Hayes joined the meeting at the prior request of Brent. Board members asked John a number of questions about the upcoming basketball season, facility repairs and maintenance, and recent NOC financial matters. John provided information about the identity and work of certain vendors whose names appeared on checks. John informed the Board that he had made requests to the prior NOC Board and leadership that funds be spent on facility repair and maintenance, and the prior Board and leadership had approved the expenditure of funds.

Several members of the current Board expressed concerns to John about the lack of specific information, invoices, receipts, and/or other documentation in support of a substantial number of checks signed by John and Emily Overby for significant sums. Members of the Board mentioned that the documentation was needed for tax and accounting matters. Members of the Board repeated requests previously made by Brent for John to locate and provide proper documentation in support of the expenditures. John agreed to work on fulfilling the Board's request. The Board thanked John for his time and excused him from the meeting.

After John was excused, the Board discussed the issue of John's role with the NOC moving forward. The Board decided by unanimous consent that John Hayes be relieved of any and all further duties and obligations with the NOC.

Brent asked if there was further business to bring before the Board, and there being none offered, the meeting was adjourned.