



TO: Local Coordinators
FROM: Special Olympics Ohio
DATE: August 3, 2016
RE: General Mailing #6

We hope that you are having a great summer!

Included in the Mailing:

- √ General Cover Letter
- √ 2016 State Bowling Quota Request Form
- √ 2016 Sport Directory Information Survey
- √ 2016-2017 Local Organization Accreditation Application

Upcoming State Events and Deadlines:

August 20-21	State Equestrian Competition – Cincinnati
August 23	State Golf Tournament Entry Deadline
August 24	State Softball Individual Skills Entry Deadline
September 1	State Team Bowling Quota Deadline
September 10	State Team Softball Tournament – Oregon
September 13-14	State Golf Tournament – Cincinnati
September 29	State Team Bowling Entry Deadline
October 22-23	State Team Bowling Tournament - Columbus



Sport Directory Information Survey

The Sports Directory Information Survey is included in this mailing for you to complete and return by the deadline if you want your program listed in this publication. It is a good resource to use for scheduling games and other competition opportunities. We will publish and distribute the Sports Director as part of our beginning of the 2016-2017 Program Year.

Entries for the State Softball Individual Skills Contest

In our July mailing #5, we sent out both softball team and individual skills information and entry forms. For those organizations that wish to do their individual skills entries via GMS Exchange System, please contact Marty Allen at the state office and he will e-mail you the GMS Exchange file.

New Local Coordinator's Meeting at State Office

A new local coordinator's training meeting will be held at the state office on September 29, 2016. It will be from 10:00 a.m. to 3:00 p.m. There is no cost and lunch will be provided.

You can meet with the Special Olympics staff and go over the many issues that our local coordinator's face. You will have the ability to ask questions and get clarifications on issues such as accounting, fundraising, insurance and program. The afternoon session from 1:00 p.m. to 3:00 p.m. will be a Unified Sports training session. This is needed prior to any involvement by your local organization in Unified Sports.

Please e-mail Tim at tetienne@sooh.org or call him at 614.239.7050 if you are planning to attend the meeting and for the lunch count.

State Aquatics Meet Dates Finalized

The dates for the 2016 State Aquatics Meet have been finalized and approved by the Ohio State University. The State Meet will be held on Saturday, December 3 and Sunday, December 4 at the McCorkle Aquatic Pavilion on the campus of the Ohio State University. We anticipate that we will move up the entry deadline to Wednesday, November 16th. More information with State Swim Meet information and quota request information will be forthcoming in our September general mailing.



2016 Financial Updates/Requests

Second Quarter Reports

If you have not yet submitted the 2nd quarter (April – June 2016) financial report, please do so as soon as possible. The due date was July 25th. Receipts must be included to validate transactions. Reports can be mailed to the state office to the attention of Joanne or e-mailed to jcarmody@sooh.org.

Affiliates with Checking and Savings Accounts

As many of you are aware, as of June our new CEO is Kraig Makohus. Due to this transaction, all signature cards need to be updated. The new cards need to be updated to include the following **two** signatures:

Kraig Makohus, CEO
Joanne M. Carmody, Admin. /Accounting

Requiring two State level signatures is a change from previous years. Due to the need for Joanne to work with the banks on concerns that may arise and for us to work with the bank on audit issues, having Joanne as a signee will improve the process. We will always contact the Local Coordinator before any contact is made with the bank concerning your account(s).

We realize this will take some time, but we would appreciate your efforts to get these updated as soon as you can. Do not hesitate to have the bank contact Joanne directly with any questions or concerns. Secondly, if the bank requires the signatures to be notarized, we have a notary on staff that can do this for us.