

**Patriot Grandstand Club
Board of Directors Meeting Minutes
Date: 3/29/05**

Attendance: **Barney Stliphien, Regina Garcia, Jenny Sherwood, Bernie Audet, Lisa Mallia, Anne Rowe, Tammy McGrath, Alma Cleaves, Phil Cleaves**

Agenda Item	Discussion	Action/Follow-up
Treasurer's Report	Anne reported that our bank balance is \$4,145.15. The only upcoming expense in April is the \$500 Riddell payment.	
Secretary's Report	Minutes from the March 15, 2005 annual meeting were previously distributed.	
Bylaws Review	Anne circulated copies of our current bylaws. Each board member should review them and report back with any questions or possible amendments at the next meeting.	
Code of Ethics and Conduct	Anne distributed a Code of Ethics and Conduct that each board member will need to sign each year in accordance with IRS regulations. Because we are a charitable organization, the IRS closely monitors transactions that might benefit a board member or his or her family. Anne will keep the signed copies on file with our official corporate documents.	Need to get signed copies from Will and Barbara.
Checking Account Revisions	The group discussed which officers should be authorized signers on the Club's checking account. It was decided that the signers should be Anne, Barney, Will, and Jenny. Anne will go to the bank this week and obtain the necessary paperwork to make these changes.	Anne will contact Peoples Bank about changing the authorized signors.
2005 Equipment Needs	Anne circulated a worksheet that shows equipment on hand for both the high school and the middle school teams. The group agreed that we need to purchase home game jerseys for the high school team, and maybe enough pads and helmets to bring our uniform count to 55. The group also agreed that we should purchase new practice jerseys and girdles for the middle school team, as well as enough other items to bring our uniform count to 30. Barney will call Kevin Keenan at Riddell and Ron LeBlanc at Northeast Athletics and set up meetings for next week. Barney, Will, Bernie, Phil and Anne will meet with the reps and ask them to price out the items we need to buy before the 2005 season.	Barney will set up meetings with Riddell and Northeast. Anne will prepare a list of equipment needs to use at these meetings.
Equipment Return	As of this date, we are still missing full sets of equipment from 4 students; game shirts from 3 students; and a practice shirt.	Anne will send letters asking for the money unless the item is returned by 4/15/05.
Freshman Orientation	The group discussed having a table at freshman orientation on May 3 ^d . Bernie and Jenny will organize the display.	
Newsletter	Regina discussed the possibility of having an electronic newsletter that can be posted on our web site and people can sign up to have it emailed to them. The group liked the idea and agreed it would be a good public relations tool for the upcoming season.	
Fundraising Committee Meeting	The next Fundraising Committee meeting will be on April 12, 2005 at 6:30 pm in the high school library.	
Season Passes	Regina circulated a memo regarding the benefits of having season passes, as well as examples of what they may look like. The group agreed that this idea should be discussed by	

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	the Fundraising Committee.	
2005 Fundraising Events	Regina circulated a list of proposed fundraising events by month for the 2005-2006 fiscal year. The group reviewed the list and discussed the pros and cons of some of the proposed events.	
Club Merchandise	The group discussed some of the items we would like to sell this year. Regina reported that Will can set up a store on our web site.	
Letter to Community	Regina circulated an annual fund drive letter that could be posted on our web site and sent out to area businesses. The letter defines four levels of giving and the benefits of each level.	
Next Meeting	The next board meeting will be on Tuesday, April 26, 2005 at 6:30 pm in the high school cafeteria.	