

Patriot Grandstand Club Board Meeting Minutes

Date: 5/25/04

Time: 6:30pm

Attendance: **Tammy McGrath, Jenny Sherwood, Barbara Christy, Anne Rowe, Geoff Robbins**

Agenda Item	Discussion	Action/Follow-up
Meeting called to order	Meeting was called to order by Tammy McGrath.	
Report from Athletic Director	Geoff reported that fall sports night for the high school is scheduled for June 14 th at 6:30. There will be no fall sports night at the middle school. The fall football game schedules are complete. The high school team only has three home games. Geoff is all but certain that Jim Seavey, last year's middle school coach, will not be returning this fall.	Geoff will start looking for middle school coach.
Refurbishing of Equipment	Jenny handed out a memo she received from Mike Ouellette regarding the cost of reconditioning our football equipment. Mike made a commitment to Riddell for \$3,047 and arranged for them to pick up the equipment. Riddell added the reconditioning cost to the back of our current bill. The board discussed the need for a policy regarding authorization of expenditures. It was agreed that significant expenditures must be approved by a majority of the board, and the commitment must be in writing and signed by at least two board members.	Anne will draft a policy for the next board meeting. Jenny will write a letter to Kevin Keenan of Riddell informing him of this policy.
Treasurer's Report	Barbara reported that the current balance of our accounts is \$2,259.75. We have opened our own account at Peoples Heritage Bank. Anne inquired as to the Club's responsibility for record-keeping and tax filings. Laurie Robertson, secretary/bookkeeper for the Athletic Department, told the Club that everything is taken care of by the school.	Anne will research the Club's tax status and make sure that we are meeting all filing requirements.
Secretary's Report	Report for March 30,2004 meeting previously submitted by Jenny.	
Field Work	On May 22 nd , Mike, Justin Stilphen, Lenny Sherwood, Anne and her sons Will and Nate worked on the fields. Both fields were aerated and most of the large rocks were dug up. On June 5 th loam will be delivered. Mike is looking for volunteers to help spread the loam and then put down seed. Anne will take pictures of these field improvements for future publicity use.	Jenny will send an e-mail to all parents asking for volunteers.
Equipment Shed	The board needs to decide if the floor of the shed will be concrete or wood. Mike has lumber and a door from a garage that was torn down. Bill Hotham is willing to donate new lumber. Bob Emerson will build the shed for us. We have the permit.	
Collection of Fees and Distribution of Equipment	The board discussed the need to better control the collection of fees from players this coming fall. It was decided that payment will be due on the first day of practice. No one will receive equipment unless he has paid. We will hold the checks until the team is picked. Anyone not making the team will get his money back. Anyone wanting to play football <u>must</u> show up the first day of practice unless previous arrangements are made with Geoff. There will be no walk-ons this year. The board will try to meet with Geoff and Mike to review this policy before fall sports night.	

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Fall Sports Night	Fall sports night is scheduled for June 14 th . We will introduce Mike, who will have twenty minutes to speak. Then Jenny will talk about the ongoing costs of the program and why we had to raise the fee to \$135. She will also talk about the equipment costs and our outstanding balance with Riddell. We will ask parents to sign up for the fund-raising and game-day committees. We need to make several changes to the registration form, including adding an equipment return policy.	Jenny will make sign-up sheets for committees. Tammy will modify the registration form.
Fund Raising Committee update	The next event is the yard sale and car wash on June 19 th . It will be advertised in the newspapers soon. Wanda has made all the arrangements for our golf tournament at Foxridge in Auburn on September 26 th . Anne will draft a brochure/registration form for the next board meeting.	Jenny will email football parents asking for donations and people to help at the sale.
Next Meeting	The next board meeting will be Monday, June 7, 2004 at 6:30.	