

Patriot Grandstand Club Board Meeting Minutes

Date: 6/7/04

Time: 6:30pm

Attendance: **Tammy McGrath, Jenny Sherwood, Barney Stilphen, Barbara Christy, Anne Rowe, Geoff Robbins, Mike Ouellette**

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 Jim Seavey, last year's middle school coach, is still considering coaching again this fall. He will let us know after softball season.	
Treasurer's Report	Barbara reported that the current balance of our accounts is \$2,959.21. We still owe \$500 to Riddell this month. Tammy reported that people will be able to donate to the Club from our website using Paypal.	
Tax Filing Status	No action.	Anne will call Peter Hazlett to find out if we filed for charitable organization status.
Secretary's Report	Report for May 25, 2004 meeting previously distributed by Anne.	
Purchasing Policy	The board reviewed a draft policy previously distributed by Anne. Revisions were made to 1) have approval of expenditures require a quorum vote rather than a majority vote, 2) specify that expenditures over \$100 require a written purchase agreement, and 3) require two signatures on purchase agreements rather than only one. The revised policy will be distributed at the next meeting.	
Field Work Update	Loam was spread and both fields were raked on June 5 th . Anne took pictures and Wanda will send write-ups to the local papers. Tammy will put pictures on our web site. Mike reported that we need another day of work to finish raking up small rocks, and we might need to reseed the high school field in places where the loam is thick. We can do this in conjunction with the yard sale/car wash.	
Equipment Shed	The shed will be on posts like the current building. Geoff has the schematics drawn by Bob Emerson. The shed will be two stories, the first to be used for equipment and the second for a coaches' box. Mike suggested putting an ice machine on the first floor. Tammy will find out the status of donated items and get a firm construction date from Bob.	
Update on Fundraising Committee Events	The yard sale/car wash is scheduled for June 19 th with a rain date of June 26 th . It has been advertised in the newspapers and will be in again this Friday. Tammy is working on a sign for the end of Libby Hill Road. The golf tournament is scheduled for September 26 th at Foxridge Golf Club in Auburn. Anne circulated a draft registration brochure. It was decided to add 3-foot and 8-foot par three strings. Tammy and Jenny suggested customizing a brochure so that it can be mailed to last year's golfers and fishing derby registrants. The board discussed the need to track hole sponsorships separately from regular donations. Jenny reported that she is trying to get New England Patriots tickets for the calendar raffle.	

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Fall Sports Night	Fall sports night is scheduled for June 14 th at 6:30. Tammy will introduce Mike, who will have twenty minutes to speak. Mike will have two hand-outs, one outlining physical requirements and one outlining his summer program and practice schedule. Jenny will then hand out a summary of annual program costs and explain why we have raised the participation fee to \$135. We will allow payment plans, as long as the full fee has been paid by August 16 th . Jenny will also explain the original equipment costs and our outstanding balance with Riddell. Tammy will finish our presentation by appealing to parents for support, and she will ask people to sign up for the fund-raising and game-day committees. Tammy circulated the revised registration form. The board discussed giving a discount to families that have more than one student playing football. It was decided that the discount would be \$15.00. The board discussed the Middle School team and whether we should allow sixth graders to play. It was decided that we would open up registration to sixth graders only if we have less than 25 seventh and eighth graders sign up.	
Lending Equipment	The board decided that we will require a \$40 refundable deposit from anyone who wants to borrow equipment. We also need a signed form that makes the borrower financially responsible should the equipment be damaged or lost.	Anne will draft an equipment loan agreement and email it to board members for review.
Next Meeting	The next board meeting will be Tuesday, August 10th at 6:30. The next fundraising committee meeting will be Tuesday, July 13 th at 6:30. The location of these meeting is to be determined.	