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| Putnam Little League Board Meeting | 2/19/186:30PMMurphy Park Recreation Building |

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| Meeting called by: | Reggie Fowler, President |  |  |
| Note taker: | Jessica Northup |

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| Attendees: | Jessica Northup, Christopher Gustafson, Tim Reidy, Monique Mailloux, Sean Dempsey, Samantha Brainard |

# Minutes

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| Agenda item: | Field Preparation | Presenter: | Tim Reidy |

#### Discussion:

Tim will reach out to Troy Mayo to discuss needs for field preparation at the 3/5/18 meeting.

| Action items | Person responsible | Deadline |
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| * Contact Troy Mayo for update
 | Tim Reidy | 3/5/18 |

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| Agenda item: | Treasurer’s Report | Presenter: | Monique Mallioux |

#### Discussion:

Monique delivered updates on checking, savings, sponsorships, registrations and reimbursements due.

| Action items | Person responsible | Deadline |
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| * None – Report Attached
 | Monique Mailloux | Complete |

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| Agenda item: | Porta-Potty and Storage | Presenter: | Monique Mailloux |

#### Discussion:

The porta-potty’s need to be ordered in time for practices to begin.

Storage is still being paid as the equipment has not been moved out. Sam suggested selling old uniforms at the shack to offset equipment expenses for 2018. Equipment needs to be organized and inventoried before try-outs.

| Action items | Person responsible | Deadline |
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| * Order Porta-Pottys
 | Monique Mailloux | 3/5/18 |
| * Clear out and organize storage
 | Reggie Fowler | 3/16/18 |
| * Inventory and order new Equipment
 | Penny & Jared | 3/16/18 |

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| Agenda item: | 503C Filing and Charter | Presenter: | Monique Mailloux |

#### Discussion:

Jessica and Monique will confirm the Non-Profit status is active with the state. Per Sean, the Charter deadline must be met in order to get rule books free of charge. Monique will remind Reggie to complete the charter,

| Action items | Person responsible | Deadline |
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| * Confirm 503C Status
 | Monique and Jessica | 3/5/18 |
| * Submit Charter
 | Reggie Fowler |  |

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| Agenda item: | CPR & First Aid Class | Presenter: | Tim Reidy |

#### Discussion:

Reggie indicated he would schedule this prior to practices starting.

| Action items | Person responsible | Deadline |
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| * Schedule training
 | Reggie Fowler | 3/17/18 |

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| Agenda item: | Opening Day | Presenter: | Group Discussion |

#### Discussion:

We intend to walk from Rotary Park to Murphy Park. We will need to select and confirm a speaker. Possibly the mayor. Reggie will need to put together the safety plan for that day and submit it to emergency services. We will also need a singer for the National Anthem. Possibly a high schooler or Julie Carita.

| Action items | Person responsible | Deadline |
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| * Create safety plan and confirm walk route
 | Reggie Fowler | 3/12/18 |
| * Confirm speaker and singer
 | undetermined | 3/12/18 |

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| Agenda item: | League Safety Plan | Presenter: | Sam Brainard |

#### Discussion:

The safety plan needs to be updated for 2018. Sam has a copy of the template from 2017 and will provide it to Randy and Jessica.

| Action items | Person responsible | Deadline |
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| * Update safety plan
 | Randy Johnson | 3/5/18 |

#### Special notes:

Upcoming Events:

3/5/18 Board Meeting

3/12/18 Coaches Meeting

3/17/18Try-outs

3/18/18 Draft

4/15/18 Krispy Kreme Fundraiser

4/15/18 Field Clean Up Day

4/21/18 Opening Day

6/16/18 Closing Day

TBD - CPR Training

TBD – Picture Day