



**Friends of Huggins 2020-2021
Virtual Closed Meeting Minutes
June 29, 2020**

1. Meeting Called to Order at 9:03 am, Held virtually on Zoom meeting platform

A. Roll Call: Quorum Reached

B. Attendees:

- a. President – Dawn Steph
- b. Vice President – Melissa Morse (absent)
- c. Secretary – Jennifer Bayes
- d. Co-Treasurer – Stephanie Woodell
- e. Co-Treasurer – Tara Boening
- f. VIPS – Lindsey Duke
- g. Co-Fundraising – Jamey Lebsack
- h. Co-Fundraising – Angelle Begnaud
- i. Co-Fundraising – Heather Schomburg (absent)
- j. Co-Historian – Melissa Doty
- k. Co-Historian – Melissa Leonard
- l. Co-Spirit – Courtney Abbott
- m. Co-Spirit – LauraLynn Crawford
- n. Co-Spirit – Somer Brown
- o. Room Mom Coordinator/Field Trips – Jennifer Ramos
- p. Co-Hospitality – Jordan Schupbach
- q. Co-Hospitality – Amy Carlson

2. Handouts

Meeting agenda, 5/27/20 Meeting minutes and the FOH Bylaw amendment was emailed to all board members prior to meeting.

3. President Updates

- A. The deadline to order school supplies for next year has been pushed to July 1 by the supplier due to COVID. Prior year we ordered over 200+ packs but sales thus far are down probably due to parents waiting to hear about fall schedule before buying. As such, discussed possibility of opening the order back up after LCISD decides on fall schedule. Mrs. Cuningham wanted to keep the grade level supply packs at certain

- price break points for the upcoming year so the hand sanitizers will not be included in the supply packs.
- B. Bylaws were amended to combine the Room Mom Coordinator and the Field Trip Coordinator roles. The bylaws were sent to all board members prior to virtual meeting to review. Motion to approve the amended bylaws by Amy Carlson, seconded by Jennifer Ramos and the motion was approved by all FOH board members who were present
 - C. Discussed and finalized event dates as follows:
 - a. Gala will be held October 17, 2020
 - b. Sonapalooza will be held January 22, 2021
 - c. Sweetheart Dance will be February 19, 2021
 - d. Carnival will be on March 27, 2021
 - D. Discussed Mrs. Cunningham's request to order new hound bucks for the 2020/2021 school year and have them match the new theme. The cost last year to purchase hound bucks was roughly \$1900 for 40-50. Not all hound bucks were returned at the end of last school year due to COVID, so the school supply is significantly lower. There was discussion around the safety of having hound bucks during this COVID period since a lot of children pass them around and take them home as well. Additionally, it was suggested that since FOH had purchased a new printing machine last year that possibly we could use this machine to print out the hound bucks in order to reduce costs. Need to circle back with Mrs. Cunningham in regard to COVID safety of hound bucks as well as the possibility of using the printing machine.

4. Treasurer Updates

- A. They are working on the proposed budget for next school year. Plans to move the FOH account from First Financial to Bancorp South are still in place – the meeting to open the new account will take place on July 9th. Will need the President, Vice President, Secretary, and both Treasurers to go by new bank and sign up to be on the new account for next school year.

5. Fundraising Updates

- A. Gala has been confirmed for October 17, 2020 at Weston Lakes Country Club and will keep the Roaring 20s theme. The deposit for the venue has already been placed and the entertainment has been booked. There is a \$500 check from Gala entertainment ready to be picked up and deposited. This deposit will be used to open the new account on July 9th. It has been suggested that we hold off on calling business to ask for their donations and support for Gala until we have a better understanding on what school looks like this fall with COVID.

6. VIPS Updates

- A. Lindsey Duke has found someone who will volunteer their time to update the landscaping in the front of Huggins from Arbor Guardian. This includes the removal of the flower beds by the Huggins sign and replacing it with sod, cleaning up the front flower beds, including removing the vines and cacti, adding Blackstar gravel that is easier to maintain, as well as switching the plants to lower maintenance choices for easier future care. This volunteer plans to start and complete the work in summer hours before school starts. To move forward with this project the board needs to approve the spending of \$3k for all the landscaping supplies. Lindsey Duke motioned to approve the spending, Angelle Begnaud seconded the motion and the motion was approved by all FOH board members who were present. The board will notify Mrs. Cunningham of the updates for the project.

7. Spirit Updates

- A. Somer Brown's mom has designed the FOH Board shirts for this year in a heathered red Next Level shirt with FOH inside the state of Texas outline. The shirts will be available for the board to order in V neck or crew neck via the group me app. Somer will find and send out the size guide for the shirts. FOH board shirts will be needed before Meet the Teacher.
- B. In the past FOH has used Leonetti Graphics to design the Friday shirts, but this year we will be working with Republic Promos, a company that Melissa Leonard works for. Due to COVID we are only moving forward with designing a new Friday/Field trip shirt by grade level at this time. The design is still being finalized but will be gender neutral and sticking to a video game theme. The design will be finalized, approved by Mrs. Cunningham and on the website for parents to see before the first order deadline in late July.
- C. The FOH board traditionally donates all the prior year Friday shirts and will do so again this year. The board is planning to sell the purple battery shirts from last year at a discount for next school year.

8. Historian Updates

- A. Kristen Mann and Lezlie Reeves finalized the school yearbook and have submitted it. The yearbooks are expected to arrive before meet the teacher and will be distributed by the board at a date to be decided by the board once LCISD has finalized the fall schedule.

9. Parent Ideas/Comments
 - A. It was suggested that we use funding to put in a pavilion in the recess area to provide a shaded area for possible outside teaching as well as recess. The FOH board will discuss with Mrs. Cunningham.
10. Adjourned at 9:58 am, Motion to close by Dawn Steph, seconded by Jenn Bayes.