



Friends of Huggins 2020-2021 Virtual Closed Meeting Minutes July 22, 2020

1. Meeting Called to Order at 9:08 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 (absent)
 - 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 (absent)
 - o. Room Mom Coordinator/Field Trips – Jennifer Ramos (absent)
 - p. Co-Hospitality – Jordan Schupbach
 - q. Co-Hospitality – Amy Carlson
2. Handouts

Meeting agenda, 6/29/20 Meeting minutes, 2019-2020 Profit & Loss Budget Performance, the 2020-2021 Budget and the PBIS Rewards Information and Pricing were emailed to all board members prior to meeting.
3. President Updates
 - A. Reopening of school
 - a. Issues/concerns based on guidelines
 - b. Changes to FOH activities based on guidelines
 - i. Meet the Teacher will be virtual. The FOH board will send out a virtual newsletter, designed by Jordan, to be passed out with spirit wear pick up that contains information regarding sponsorship, family bone donations, and introduction to the new FOH board. Distribution

of spirit wear will be finalized once new COVID school guidelines are set.

- ii. Open House and all teacher conferences will be virtual
 - iii. No assemblies (Hound Hustle moved to Spring instead of Sept. 24th)
 - c. Guidelines can change throughout the year, but nothing will happen in the fall
- B. Hand sanitizer purchase – Huggins Principal approved hand sanitizer donation from Moose, roughly 150 will be purchased today to send to school
- C. Discussed Hound Bucks alternative, PBIS Rewards System, request from Huggins Principal. The average yearly cost of the new system, approximately \$2,100, is roughly the same yearly amount spent on Hound Bucks. A teacher committee has been formed that will be responsible for the rewards system put in place to ensure all teachers are using it properly and equally throughout the school. The committee prefers the PBIS system to the traditional Hound Bucks used in the past. Once board gathers additional information from principal, they will vote on rewards system to use for the 2020-2021 year.
- D. The board will not meet in person to take an introductory board photo. Instead, members will send in an individual photo of themselves holding a sign with their position written out to Lindsey Duke by Wednesday, July 29th. Then Lindsey and Somer will put together the board pictures and send to Jordan to include in the virtual newsletter.
4. Vice President Updates
- A. N/A
5. Secretary Updates
- A. Motion to approve the June meeting minutes by Jenn Bayes, seconded by Lindsey Duke and the motion was approved by all FOH board members who were present
6. Treasurer Updates
- A. Discussion of the proposed budget for the 2020-2021 school year included modifications made due to new school guidelines for the fall semester. Several items need to be discussed with Huggins Principal. A motion to approve keeping \$21,000 in the account for next year's budget by Lindsey Duke, seconded by Dawn Steph and the motion was approved by all FOH board members who were present.
 - B. Reviewed over the 2019-2020 Profit and Loss Statements
 - C. Discussed the relocation of the account to Bancorp

7. Fundraising Updates

- A. Gala has been cancelled for in person at Weston Lakes. The fundraising committee will circle back with ideas for an online auction of some of the more popular items, such as car rider line spots and flag flying.
- B. Hound sponsorship will be promoted mainly through social media and through the virtual newsletter.
- C. It is understandably a difficult time for lots of individuals and businesses, as such it has been discussed that the board should start to reach out to known fundraising sponsors, starting with ones that have donated for multiple years previously, first. The current year sponsor spreadsheet for both sponsors and family bone donations will be created and maintained to track who is being contacted and when.

8. VIPS Updates

- A. The FOH board previously approved \$3,000 for landscape supplies and is waiting for district approval since it is considered a building modification.

9. Hospitality

- A. Need to discuss beginning of school year teacher luncheons with Huggins Principal.

10. Room Moms

- A. N/A

11. Spirit Updates

- A. FOH Board shirts are put on hold currently due to COVID.
- B. Friday shirts are available for preorder currently; orders are due on July 26th. Huggins masks and gators will also be available to purchase at cost on the FOH website.

12. Historian Updates

- A. 2019-2020 yearbooks were submitted and are expected to arrive at the school after July 24th. Distribution of yearbooks will be finalized once new COVID school guidelines are set.

13. Project Ideas

- A. New monument sign
- B. Landscape improvements

- C. Walkie Talkies
- D. Hound Bucks/Electronic System
- E. Covered pavilion
- F. Audio/Visual equipment

14. Adjourned at 10:31 am, Motion to close by Dawn Steph, seconded by Jenn Bayes.