



**Friends of Huggins 2020-2021  
Virtual Closed Meeting Minutes  
September 9, 2020**

1. Meeting Called to Order at 12:05 pm, Held virtually on Zoom meeting platform
  - A. Roll Call: Quorum Reached
  - B. Attendees:
    - a. President – Dawn Steph
    - b. Vice President – Melissa Morse
    - c. Secretary – Jennifer Bayes
    - d. Co-Treasurer – Stephanie Woodell
    - e. Co-Treasurer – Tara Boening
    - f. VIPS – Lindsey Duke
    - g. Co-Fundraising – Angelle Begnaud
    - h. Co-Fundraising – Heather Schomburg (absent)
    - i. Co-Historian – Melissa Doty
    - j. Co-Historian – Melissa Leonard
    - k. Co-Spirit – Courtney Abbott
    - l. Co-Spirit – LauraLynn Crawford (absent)
    - m. Co-Spirit – Somer Brown
    - n. Room Mom Coordinator/Field Trips – Jennifer Ramos
    - o. Co-Hospitality – Jordan Schupbach

2. Handouts

Meeting agenda and 7/22/20 and 08/17/20 Meeting minutes, were emailed to all board members prior to meeting.

3. President Updates
  - A. Teacher needs/wish list ideas (the car rider line can be used for donations)
    - a. Dry ease boards (completed)
    - b. Deck of cards (completed)
    - c. Stock the breakroom (completed) – need to periodically restock
    - d. Post-it Boards (In Progress)
    - e. Teacher Luncheon Dates – TBD; discussed hosting one every nine weeks
  - B. School Supplies (EPI) – Update and renewal
  - C. Storage Unit – Need a work day to clean out the unit and discuss need and cost of storage unit
4. Vice President Updates
  - A. N/A
5. Secretary Updates
  - A. Motion to approve the July meeting minutes by Jenn Bayes, seconded by Dawn Steph and the motion was approved by all FOH board members who were present
  - B. Motion to approve the August meeting minutes by Angelle Begnaud, seconded by Jenn Bayes and the motion was approved by all FOH board members who were present
6. Treasurer Updates
  - A. Relocation of the account to Bancorp is complete and the balance was reviewed.
7. Fundraising Updates
  - A. Hound sponsorship will be promoted mainly through social media and through the virtual newsletter.
  - B. The current year sponsor spreadsheet for both sponsors and family bone donations has been created and will be maintained to track who is being contacted and when. Mailed out letters to 16 previous sponsors from prior years. Discussion of having multiple sponsors from same company, ie two different real estate agents.
8. VIPS Updates
  - A. Flowerbed improvement project has been completed and will be updated again in January.
  - B. Huggins Garden will have a work day Saturday, Sept 19th from 9-11. A parent has agreed to step up and head the Huggins Garden for the year.

9. Hospitality
  - A. N/A
10. Room Moms
  - A. Signup Genius will be sent out with 3 spots per teacher
11. Spirit Updates
  - A. Bone sponsorship signs are up and placed on the fence in the car rider line by portables.
  - B. New items – Thursday shirts (black and purple dry fit with new logo) and bows are available to purchase
12. Historian Updates
  - A. 2019-2020 Yearbook distribution – can be picked up Thursday and Friday from 8am-5pm. Lots of year books have not been picked up so we will reach out through Paw Print and social media.
  - B. 2020-2021 Yearbook discussion concerning to distribute at end of year or in fall of next school year due to COVID.
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 12:54 pm, Motion to close by Dawn Steph, seconded by Jenn Bayes.