



**Friends of Huggins 2020-2021
Virtual Closed Meeting Minutes
November 4, 2020**

1. Meeting Called to Order at 8:18 am, 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 (absent)
- e. Co-Treasurer – Tara Boening
- f. VIPS – Lindsey Duke
- g. Co-Fundraising – Angelle Begnaud
- h. Co-Fundraising – Heather Schomburg
- 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 (absent)
- o. Co-Hospitality – Jordan Schupbach (absent)

2. Handouts

Meeting agenda and October Balance Sheet was emailed to all board members prior to meeting.

3. President Updates

A. Bun Bundtlets for Teachers – Nov 19 – all have been purchased by parents

- B. December – Cookies for Teachers will not happen this year due to COVID
 - a. Charcuterie boards (individually packaged) discussed as another option; mini graze boxes run \$15
 - C. Papa John’s Spirit Night Discussion – leave it as a school event, not FOH fundraiser
 - D. Sugar Land Skeeter’s Holiday Lights Spirit Event – FOH will be given a promo code for discounted tickets and only requires that we advertise for it in to obtain \$2/ticket sold; FOH agrees to this fundraiser
 - E. Records from 2014-2015 – need to keep for up to 7 years for tax purposes; records are currently being stored at Treasurer’s house
 - F. Huggins Sign – LCISD bid for new vendors; FOH decided to wait for new vendor list from Board in December before proceeding with replacing the sign
 - G. Volunteers for Huggins – ONLY 6 and do NOT interact with students; mainly copy room assistance
4. Vice President Updates
- A. N/A
5. Secretary Updates
- A. Motion to approve the September meeting minutes by Dawn Steph, seconded by Melissa Morse and the motion was approved by all FOH board members who were present
 - B. Motion to approve the October meeting minutes by Dawn Steph, seconded by Melissa Morse and the motion was approved by all FOH board members who were present
6. Treasurer Updates
- A. Balance approximately \$106,000
7. Fundraising Updates
- A. Sponsorship Update - Melissa Morse to price quote and make banner of sponsors
 - B. Outdoor learning stations and picnic tables – discussion around purchasing new picnic tables to be used as learning stations and adding planters; this would NOT be a building modification and would cost roughly \$1000
8. VIPS Updates
- A. N/A

9. Hospitality
 - A. Teacher luncheon – December 15 and February 9
 - B. Birthday gift cards
10. Room Mom
 - A. Signup Genius
11. Spirit Updates
 - A. Sponsorship signs are up and placed on the fence in the car rider line
 - B. Spirit Store Update –Discussion of selling the purple battery shirts from prior year at \$5
12. Historian Updates
 - A. 2020-2021 Yearbook discussion –
 - a. Submitted front and end pages as well as 1st day of school
 - b. Need teachers to take pictures and have room moms submit pictures from teachers
 - c. 15 additional pages due next month
 - d. Current price for yearbook is \$35
13. Project Ideas
 - A. New monument sign
 - B. Landscape improvements (Completed)
 - C. Walkie Talkies
 - D. Hound Bucks/Electronic System (Completed)
 - E. Covered pavilion
 - F. Audio/Visual equipment (in Bond)
14. Adjourned at 9:10 am, Motion to close by Dawn Steph, seconded by Jenn Bayes.