 **Friends of Huggins**

 **Closed Meeting Minutes**

 **November 6, 2019**

1. Meeting Called to Order at 7:33 am, Held in cafeteria at Huggins Elementary
	1. Roll Call: Quorum Reached
	2. Attendees:
		1. President – Courtney Whitzel
		2. Vice President – Dawn Steph
		3. Secretary – Amy Carlson
		4. Co-Treasurer – Cara Heger (Absent)
		5. Co-Treasurer – Tara Boening
		6. VIPS – Lindsey Duke
		7. Co-Fundraising – Jennifer Venghaus
		8. Co-Fundraising – Angelle Begnaud
		9. Co-Fundraising – Amanda Hermes
		10. Co-Historian – Lezlie Reeves
		11. Co-Historian – Kristen Mann (Absent)
		12. Co-Spirit – Courtney Abbott
		13. Co-Spirit – LauraLynn Crawford
		14. Co-Spirit – Shelli Blazar
		15. Field Trip Coordinator – Laura Peart
		16. Room Mom Coordinator – Katie Scott
		17. Co-Hospitality – Kim Arriaga
		18. Co-Hospitality – Mandi Leary
	3. Handouts

Meeting Agenda

1. Meeting Minutes
	1. Motion to approve the October 10th 2019 meeting minutes by Dawn Steph and seconded by Lindsey Duke, 10/8 minutes posted to FOH website on 11/7/19
2. President Updates

A. FOH/Chat with the principal meeting next Wednesday, November 13th, at 8 am - wear your board shirts. Candy collection for Cammarata Dental through November 7th at 5 pm. 5th grade Veterans’ Day Program on 11/7 at 6 pm – FHS Auditorium (Photographers needed). Diabetes Walk on 11/14 during the school day. Thanksgiving Break coming up – November 25th – 29th. Entire board responsible for working on donations for Gala and continuing to get FOH sponsorships. Facebook Live was suggested for open meetings – we’re willing to try it out next week. No closed or open FOH meeting in December. 3rd grade music program on 12/12 at 6 pm. Holiday parties will be on 12/20 – watch for sign-ups. Christmas Break December 23rd – January 3rd. Discussed purchasing the Poster Maker and Di-Cut Machine we’ve been getting information on since September, all prices include full one year warranty, FOH board voted to approve the 21st Century Package – motion made by Dawn Steph and seconded by Amy Carlson and was approved by all present board members, cost $16,359.69. FOH can use the machines but will have to supply their own supplies, Huggins will provide their own supplies once machines purchased for school, extended warranty to be purchased later this school year most likely.

1. Vice President Updates
	1. Continue to send Dawn any info that needs to be posted on our social media networks. School sign update: Discussed options for new school sign with pictures and price information. We will vote later about which one to approve once we have Gala funds.
2. Secretary Updates
	1. Continue to send thank you cards/Huggins decals to business sponsors and emails to Hound sponsors
3. Field Trip Updates
	1. Nothing scheduled for any grades currently. Possibly zoo repeat field trip for 1st grade in February
4. Treasurer Updates
	1. Current bank balance approximately at $118,390. Made about $10,000 on Carnival – still waiting for a few checks/refunds to come in. Issues with All Around Bounce at this year’s carnival with some of their promised items and a new owner. Check with Mike Roller and Summit Fitness about sponsorships.
5. Hospitality Updates
	1. Pies for Teachers on 11/22 – sign-up being created today. Next teacher luncheon on 12/6 – baked potatoes and salad – Dozier’s donating lunch. Simmer Pots for teachers will be distributed on 12/20 – we’ll put the kits together as a board at Lezlie’s home. Upcoming: Treats for Teachers on 2/14 – bath bombs/salts, teacher luncheon 2/28, check on special days for campus employees and purchase gifts as needed
6. VIPS Updates
	1. Volunteers of the Month for October – Somer Leader & Jamie Nevill for carnival pumpkins. Flower bed volunteers still needed – preening to be done soon and mulch put out at a later date. Checking with Mrs. J about December Book Fair needs, Book Fair scheduled December 16th – 20th with set-up on 12/13. Still need a couple people to take over Book Fair next school year. FOH funded the Huggins Garden, but we are not responsible for running it – still need a volunteer to head up the garden next year. Sonapolooza – 1/24 - Camping theme – Somer Leader & Kristin Jaworski are chairing. Sweetheart Dance – 2/21 – Sock Hop theme - Kat Getschow & Sara Blackard chairing. Field Day – 4/24 – Laura Paisley chairing
7. Room Mom Coordinator Updates
	1. Checking with all teachers for holiday party needs – will be different this year. Room Mom meeting next Wednesday after open FOH meeting. Gala grade level projects will be discussed with all room moms – fundraising team will meet with them too
8. Historian Updates
	1. Yearbook price goes up on November 22nd. Kinder and 5th grade class photos will be for sale soon. Photography passes for event volunteer photographers in office now.
9. Fundraising Updates
	1. Continue to look for sponsorships and donations – having meeting with Mrs. Cunningham today. Carnival earnings as above. Discussed goals/items to use Gala fundraising for – school sign, safety improvements, water fountains, new windows by gym, track, more shade on playground, additional computers and iPads. Gala theme will be Roaring 20s, at Weston Lakes Country Club, seating for 150 people, on 4/18, donations still needed for live and silent auction – start reaching out to past businesses who donated and take all/any donations you can get. All sponsors are given ‘thank yous’ as appropriate (sign, plaque, decal, etc.). Superior Trophies – check with them – Shelli has a connection. Street signs from Gala 2019 to be hung in hallways at school ASAP.
10. Spirit Store Updates
	1. Continue to order items online – inventory updated. Help a Hound donations supplied 35 children with a new school shirt and hoodie. School Store dates are as follows: 12/12 (moved up by one day), 1/24, 3/20, 4/24 (field day), and 5/28
11. Adjourned at 8:33 am