



**Friends of Huggins
Meeting Minutes
March 6, 2019**

1. Meeting Called to Order
 - A. Roll Call: Quorum Reached
 - B. Attendees:
 - (i) President – Courtney Whitzel
 - (ii) Vice President – Jamie Nevill
 - (iii) Secretary – Dawn Steph
 - (iv) Co-Treasurer – Cara Hegar
 - (v) Co-Treasurer – Jennifer Seifert
 - (vi) Co-VIPS – Laura Pert
 - (vii) Co-VIPS – Somer Leader (Absent)
 - (viii) Co-Fundraising – Jennifer Venghaus (Absent)
 - (ix) Co-Fundraising – Maury Trapino (Absent)
 - (x) Co-Fundraising – Amanda Hermes
 - (xi) Co-Historian – Natalie Pollock (Absent)
 - (xii) Co-Historian – Ashley Allen
 - (xiii) Co-Spirit – Tara Boening
 - (xiv) Co-Spirit – Shelli Blazar
 - C. Handouts
 - (i) Meeting agenda
2. Meeting Minutes
 - A. Motion to approve the February 13 meeting minutes – motion made by Jamie Nevill, Seconded by Ashley Allen & Approved.
3. President Updates
 - A. FOH/Coffee with Principal is 3/20
 - B. Restructuring of the FOH Board
 - (i) Discussion
 1. Creation of new positions and reduction in other positions
 2. Existing board members to new roles
 - (a) Tara Boening to Treasurer

(b) Dawn Steph to VP

- (ii) Motion to reduce the number of VIPS from 2 board members to 1 board member – motion made by Laura Pert, Seconded by Jamie Nevill & Approved.
- (iii) Motion to add 4 new board positions including two Hospitality, Field Trip Corrdinator and Room Mom Coordinator – motion made by Shelli Blazar , Seconded by Jamie Nevill & Approved.
- (iv) Bylaws need to be amended for new board positions. A red lined document will be emailed to all board members and a vote will be taken by email for approval.
- (v) Nomination form will be provided at March 20 meeting and published online and on Facebook. Nominations due April 1.

- C. Bike Rodeo K – 2nd grade on 3/22 (Chair: Linette Littrell)
- D. Sporting Clay Tournament on 4/12
- E. Gala on 4/13
- F. Field Day on 4/26 (Chair: Laura Paisley)
- G. Volunteers of the Month for February – Courtney Abbott & Kelly MacDonald (Sweetheart Dance)

4. Vice President Updates

- A. Field Trips are scheduled, need reimbursements

5. Treasurers Updates

A. Bank balance

- (i) \$81,000 Approximate in bank
 - 1. Covers 2019-2020 budget
 - 2. \$1,000 available
- (ii) \$3,000 available for a play that has not been used in previous years

- B. Motion to move \$3,000 from 8102 School Wide Programs to the available funds. 8102 would be reduced from \$7,560 to \$4,560 – motion made by Dawn Steph, Seconded by Jamie Nevill & Approved.

- C. 5th grade will need additional funding to cover their end of year celebration. They raised enough to cover Main Event but they also have an end of year party in the gym and provide a memory book to every student.
 - (i) Budget includes \$200 for 5th grade
 - (ii) 5th grade is looking for sponsorship
 - (iii) FOH would consider providing funds if none can be obtained, need exact amount and determine when needed

- 6. VIPS Updates
 - A.

- 7. T-Shirts/Spirit Store Updates
 - A. Inventory taken and provided to Dawn to update the web store
 - B. Open up special shirt orders one last time and close on Monday, March 11

- 8. Historian
 - A. Class photos for silent auction will be taken after Spring Break
 - B. RePlayIt app - password is Hounds01
 - C. Kindergarten and 5th grade class pictures are done and we need to provide the option to purchase

- 9. Fundraising
 - A. Clay Shoot is 4/12
 - B. Gala is 4/13
 - (i) Online auction discussion
 - 1. Class pictures
 - 2. Grade level parties
 - (ii) Live auction discussion
 - 1. Grade projects
 - 2. Vacation homes
 - 3. Hunt

4. Sports paraphernalia

(iii) Silent auction discussion

1. Class parties

(iv) Wine pull

1. Need at least 20 bottles with a minimum value of \$20

2. Provide when they leave gala

(v)

10. Adjourn at 8:45