 **Friends of Huggins**

 **Virtual Closed Meeting Minutes**

 **April 1, 2020**

1. Meeting Called to Order at 8:02 am, Held virtually on Zoom meeting platform
	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
		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
		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 (absent)
		17. Co-Hospitality – Kim Arriaga (absent)
		18. Co-Hospitality – Mandi Leary
	3. Handouts

Meeting Agenda was emailed out to all board members prior to the meeting

1. Meeting Minutes
	1. Motion to approve the March 4th meeting minutes by Dawn Steph, seconded by Courtney Whitzel on GroupMe app on 3/27, approved by 11 other board members, posted on FOH website on 3/28
2. President Updates
	1. Huggins is closed through at least May 1st. FOH board for the 2020-2021 school year – 11 positions are open, only 4 new nomination forms received so far. We thought we might be able to take the board member nominations at the open April meeting and then vote at the open May meeting, but for now, we’re going to see what nominations we get turned in during May and go from there. We may have to push the nominations and board voting to over the summer. There may be board position restructuring if all positions cannot be filled.
3. Vice President Updates
	1. School supplies for next year have been approved by the teachers. Waiting on approval from Mrs. Cunningham. Last year, supplier had to have orders in by June 20th – checking on this year’s deadline. Yearbook ads have been coming in – may leave open a bit longer with the pandemic going on. April 30th deadline to submit quarantine pictures for the yearbook. If you have anything you need posted on social media, please send it over to Dawn Steph.
4. Field Trip Updates
	1. The rest of the field trips for this year have been cancelled.
5. Treasurer Updates
	1. Current bank balance at approximately $105,646.00. There will be no deficit starting the next school year. We will be getting the field trip refunds back as well. All Gala items were refunded except for the ostrich feathers.
6. Hospitality Updates
	1. Teacher Appreciation Week – May 4th-8th. Discussed options for the week if school is still closed. Gift basket options and e-gift cards were also discussed.
7. VIPS Updates
	1. Field Day cancelled as no school on 4/24. Dawn Steph will be posting the March volunteer of the month – Lori Chapman
8. Room Mom Coordinator Updates
	1. Grade level Gala projects are all on hold due to pandemic
9. Historian Updates

A. Discussed options for filling in the pages that will be empty due to events being cancelled in March and April. Also discussed best way to collect kinder drawings from kinder teachers and also proofs from all the teachers for their class pages – will reach out to Mrs. Cunningham about that.

1. Fundraising Updates
	1. FOH Gala has been cancelled for this year. FOH will be refunding all the Gala tickets that were purchased. Online auction on hold for now, will discuss it more at a later date.
2. Spirit Store Updates
	1. Not ordering any more inventory at this point. Lots of school store items just sitting at Shelli’s and Courtney’s homes – may use the items for some virtual raffles on Facebook during the quarantine. Also, will be emailing Mrs. Cunningham to remind her that the 4th graders have to come up with (and vote for) the Friday shirt theme for next school year.
3. Adjourned at 8:57 am, Motion to close by Dawn Steph, seconded by Courtney Whitzel