

# HMS Foundation Meeting

## Minutes

January 20, 2021



Virtual meeting at 5 PM ET

Tom VanValkenburg (President), Beth Courtney-Long (Treasurer), Chris Kinabrew (Secretary), Angie Claussen (At Large), Angela Barnett (Guest)

**1. Welcome**

**2. Approval of December 2020 Minutes**

- a. Beth motioned, Angie second, All approved

**3. Treasurer's Report**

- a. Beth reviewed income statement – contributions now include marquee campaign net of paypal fees. Beth sent 2020 donation acknowledgements (from March Madness and marquee campaign). The 1099 for Mrs. Honea is in process. In April will renew our nonprofit incorporation status.

**4. Old Business**

- a. *Electronic Marquee.* We are still awaiting letter from Mr. Hawkins for Foundation to sign, formalizing the \$\$ commitment. Angie shared the guidelines re gifts to the school <https://simbli.eboardsolutions.com/Policy/ViewPolicy.aspx?S=4054&revid=tCR5Qc61ZaudAuaCM5n2IA==&ptid=amIgtZIB9plushNjI6WXhfiOQ==&secid=y1ZW0qRGjEafuplusqEjNeK2Q==&PG=6&IRP=0>  
**ACTION:** Tom will email Principal Patillo re status of letter and vote in District meeting

**5. New business:**

- a. *Science Fair funding request.* Beth reviewed history and \$420 and \$570 checks for past 2 years were both made out to DCSD Science Fund and put in Ms. Allen Threat's box in the mailroom, but not cashed. We already approved expenditure as board so no board action necessary. **ACTION:** Chris will ask Ms. Allen Threat to look for check, confirm which ones are still needed, and Foundation can re-cut check (and cancel old ones as necessary).
- b. *New identified needs at HMS to consider?* Tom has not received any requests or heard suggestions. Angie asked Angela re what has been discussed at PTSA (Lakeside requested First aid supplies: Band-aids, gauze, neosporin, tampons, zipper bags, to limit going to the nurse station, and bottled water because the water fill stations are not in place yet). Angela said Principal Patillo asked if each classroom could get some additional cleaning supplies past what the County provided. PTSA working on it, may request parents donate items and/or funds.
- c. *Buildings and Grounds.* Lisette had shared information over email. Angela shared PTSA has a budget line item for grounds and beautification, so they can handle first pass. **ACTION:** discuss in next meeting if Lisette is able to join.
- d. *March Madness planning.* Angela asked HMS Foundation if March fundraising is for a particular need, or general fund. Beth confirmed it is for general fund for STEM, bilingual liaison, other requests. Consensus keep fundraising in March. May need other options for celebrations – delayed in person, drive by, or something else. 100+ kids per team – possibilities. Possibilities discussed included virtual scavenger hunt (and winner gets Chick Fil A gift card). Announce it in February – may need to push incentives a little later. Will not do the poster contest this year. **ACTION:** Approach Chick Fil A now re discounts; Discuss March Madness in depth in February meeting.
- e. *Board positions for next school year.* Note Neisha Wagner withdrew as board member. Angela Barnett said PTSA is discussing board recruitment as well (in meeting later today). Will discuss how to approach rising 6<sup>th</sup> grade parents. **ACTION:** message to recruit Treasurer and other board members – consider placing in PTSA newsletter in coming months.

**Next HMS Foundation Meeting:** February 17, 2020