

HMS Foundation Meeting

Minutes

January 12, 2022



Virtual meeting

Attendees: Tom VanValkenberg (President), Matt Lawn (Treasurer), Beth Courtney-Long (Past Treasurer), Chris Kinabrew (Secretary), Frey Misghina (At Large), Sabrina Matthews (Incoming Secretary), Principal Patillo, Angela Barnett (PTSA), Susan Easom (Guest)

1. Welcome

2. Approval of December 8, 2021 Minutes

- a. Tom motion, Sabrina 2nd, all in favor. ACTION: Chris add to google drive and website

3. Treasurer's Report

- a. Reviewed income statement, just paid out just over \$2,000 for audio amplifiers reflected in the next report. Beth and Matt going over Treasurer logistics. Beth sending 2021 donation statements to contributors to March Loudness campaign. ACTIONS: Visit to bank so Matt (and Sabrina) can sign checks in future. Beth will wrap up Kimberly Clark matching donation before leaving.

4. HMS Foundation Board

- a. President: Tom introduced himself and role as President. President-Elect: still discussing with Susan. Susan Easom to boys (one at Henderson now, one attending HMS next year)- works for Children's Healthcare of ATL.
- b. Treasurer: Matt Lawn is new treasurer, works at Johnson Research & Development. Beth (outgoing Treasurer) involved with Foundation all three years but as son no longer at HMS, cycling off.
- c. Secretary: Chris reviewed Secretary. Chris (outgoing Secretary) involved with Foundation all three years but as son no longer at HMS, cycling off. Sabrina has 7th grader, and 5th grader, is a web developer, and interested in volunteering as Secretary. Tom nominated Sabrina Matthews as Secretary; Matt second; all approved. ACTION: Chris will add Sabrina Matthews to HMS Foundation website and will have transition meeting re Secretary role.
- d. At Large: Frey Misghina's boys have finished at HMS and she has another relative is at Henderson, so interested in staying on board (and interest in garden at HMS).
- e. Principal Patillo commented appreciation for PTSA parent community and the Foundation.

5. Old Business

- a. *Audio Amplifiers*. ACTION: Chris will deliver the 20 audio amplifiers to HMS tomorrow morning. Tom requested feedback from Principal Patillo re how they work out.
- b. *Fridge in teacher's lounge*. Freezer is working, but not fridge. Fridge is one of three in building.. this is in one wing for 7th and 8th grade teachers. Tom received info re two models from Sara Visel at PTSA. One unit \$700, or one for \$1000. Beth asked if PTSA might share cost as a capital improvement. Also discussion re Principal's discretionary fund covering a portion of the cost. Matt raised question about warranty? Patillo said it was out of warranty and thinks it was floor sample. Susan suggested could use fridge as specific example in fundraising campaign. ACTION: Matt and Angela to do deeper dive on cost for new fridge (w warranty), and then can vote over email.

6. New business:

- a. *March Madness and PTSA fundraiser*. Chris and Beth reviewed pre-pandemic approach for March Madness. Typically raised between \$10k and \$15k through donations. Team parties each week for team raising most funds. Last year modified campaign and raised close to \$2,000 for audio amplifiers. Would like to set fundraising goal higher than \$2,000. If we cannot have parties each week for teams, explore other incentives. Patillo suggested parties could be later – in April or May outside. Individually wrapped things are also possible (but challenging). Consensus to proceed with a modified March Madness and push back the parties. Angela Barnett shared request from teachers wanting outdoor eating space, so thought Foundation might use that as the goal for raising funds. PTSA does not want to do fundraising at same time. ACTIONS: TOM and Chris to meet offline to review timeline before next board meeting; Tom and Angela to meet offline

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- b. **PTSA meetings:** Angela Barnett – Co-President of PTSA tries to have rep at HMS Foundation, and welcomes HMS Foundation colleagues to join PTSA meetings. ACTION: PTSA board meetings are typically third Thursdays at 6:30 PM on zoom – Angela will send info and Tom will try to join.

Frey motion to close the meeting, Matt second, all in favor

Next HMS Foundation Meeting: February 9th at 5 PM ET and 2nd Wednesdays of future months