

# HMS Foundation Meeting

## Minutes

February 10, 2022



Virtual meeting

**Attendees:** Tom VanValkenberg (President), Matt Lawn (Treasurer), Sabrina Matthews (Secretary), Chris Kinabrew (Past Secretary | Member at Large), Principal Patillo, Susan Easom (Guest)

### 1. Welcome

### 2. Approval of January 12, 2022 Minutes

### 3. Treasurer's Report

- a. Matt shared the yearly(2021) as well as the monthly (January) finance statement. This has been uploaded to the [Google drive](#).
- b. Discussed adding other payment methods for March Madness such as Venmo, CashApp, and Zelle (attach Zelle to the [treasurer@hmsfoundation.org](mailto:treasurer@hmsfoundation.org) email) - Matt, Sabrina can assist in getting this set up, let's set up a call within the next two weeks.

### 4. HMS Foundation Board

- a. Susan Easom was in attendance. She is interested in the President-Elect position in future.

### 5. Old Business

- a. **FRIDGE IN TEACHER'S LOUNGE:** The fridge has been installed in the teacher's lounge. All is well. PTSA found multiple donors from outreach to the community so Foundation did not have to purchase the fridge.
- b. **AUDIO AMPLIFIERS:** Teachers are loving these. We don't need anymore amplifiers since they are only for teachers who teach virtual and in-person. There are 20 teachers and we have 20 amplifiers.

### 6. New business:

#### **MARCH MADNESS 2022:**

- a. We are planning to have a more condensed version of March Madness for 2022. Instead of 3 weekly parties, we will host 1 party at the end of the 3 weeks. It will be a pizza party(Marco's Pizza) and we will give the teachers gift cards (Chic-Fil-A). Tom has agreed to get the pizza and the gift cards and deliver it to the school. Thank you Tom!

- b. 3 weeks of March Madness dates:

- i. 7th-11th
- ii. 14th-18th
- iii. 21st-25<sup>th</sup>

#### **MARCH MADNESS 2022 PROMOTIONS:**

- c. Sabrina to make a March Madness 2022 sign next week and get approval from Tom.
- d. Print out signs for windows of local businesses
- e. Promote it on website (Sabrina will do this)
- f. Post the sign on Nextdoor app (Sabrina will do this weekly and any member is welcome to do as well on their app if they have accounts)
- g. Post the sign Facebook (Sabrina will do this weekly and any member is welcome to do as well on their app if they have accounts)
- h. Go to local businesses and ask for donations in person (Sabrina will do this and any member is welcome to do as well)

#### **MARCH MADNESS 2022 NOTES:**

- i. March 28-31 we will tally up all the donations and decide on the winning team. April 1st is the party. This is Friday before spring break starts so it will be a nice way to start off the break for the winning team.

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- j. We will contact Robert Mason who is the Media Specialist at Henderson Middle School to add messages to the Marquee. We must appoint someone to get in touch with Robert Mason.
- k. We will keep track of physical donations (Chris volunteered to go to school or contact Principal Patillo once a week to get donations).
- l. Evansdale is having their fundraiser also which they usually do it fall. So we may have some competition.
- m. We discussed a goal to be set and agreed on \$5,000.
- n. Matt asked if we had an end goal for raising the funds and if there was something specific we were working towards other than putting it in our reserve. Principal Patillo informed us of power washing the school building. Principal Patillo will look into the price for this and inform us before March Madness so we can use it to promote March Madness 2022. (She will tell us at the next meeting in 2 weeks)
- o. Communicate each week of March Madness on updates as far as how much we have raised so far. Matt to send out a weekly email to board. We will also promote the leading team on the Marquee to encourage the competitiveness of the teams.
- p. For all donations we MUST ask the donors to put down the child's name and team number.
- q. Sabrina, Matt & Chris make sure we r in sync with all the moving parts by end of February. Will communicate via email or text/call.
- r. Thursday, February 24 at 5pm will be the next meeting for Tom, Matt, Sabrina, Chris, Susan, Principal Patillo. Sabrina will send invite.

**PTSA meetings:** Angela Barnett – Co-President of PTSA

- a. Discussed coordinating with PTSA to beautify the school. Ask PTSA to get picnic tables and we power wash the school.

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

**Next HMS Foundation Meeting:** February 24th at 5 PM ET and 2<sup>nd</sup> Thursday of future months