



Hendrickson High School

Pflugerville Independent School District

2019-2020 Senior Celebration Organization

Hendrickson High School 19201 Colorado Sand Drive, Pflugerville, TX 78660

Email: hendricksonseniorcelebration@gmail.com Website: <https://www.hawks-senior-celebration.com/>

Facebook page: www.facebook.com/hawkseniorcelebration FB group: Hendrickson Class of 2020

Meeting Agenda

Date: April 21, 2020

Time: 7 pm

Location: Zoom (online)

- I. Call to order - Justin Gonzalez at 7:04 pm
- II. Motion to approve the minutes from the March 10, 2020 meeting - Justin Gonzalez, 2nd Noreen
- III. Treasurer's Report - Carly Gonzalez
 - A. Balance of Bank Account - \$19,211.98
 - B. Update on Profit & Loss - Income of \$30,634.41 - Expenses of \$18,885.50 - Net Income of \$11,748.91
 - C. Golf Tournament Refunds - \$2,481.73 (\$1,123.23 in golfer registrations & \$1,358.50 in golf sponsorships)
- IV. Spirit Nights - Justin Gonzalez
 - A. Growler Bar spirit night was scheduled for this Saturday 4/25, but is being rescheduled for May - waiting on owner to give us new date - will likely be for carryout orders only on a Tuesday or Wednesday and we will get a percentage of all sales during the time of the event - He will choose the date. He really wanted to do something to show his support to the senior class who has missed so much
 - B. Still waiting on checks from Altitude and Rio Grande - Altitude is closed right now due to the quarantine, so they aren't returning phone calls. Waiting on a returned call from Rio Grande. Justin thinks they have the check in the safe, but it's difficult to get in touch with them right now
- V. Main Event - 5/30/20 - 11 pm to 4 am - Carly Gonzalez
 - A. Status
 1. As of now, the event hasn't been cancelled. We have been trying to get an update from Mr. Garcia to see if anything has changed and he hasn't responded yet. Per a previous conversation with him, if the event has to be rescheduled, he is open to us holding it at the school at a later date. - Justin emailed Mr. Garcia last week with no response and tried calling the school this week and no one answered.

2. We need to discuss alternate plans (in-person and/or virtual) as it's highly likely we will have to reschedule/cancel. Will discuss at the end of this meeting.
- B. Financials
1. We have paid \$3,451.35 in deposits to vendors
 - a) Amanzi - \$1,133.10 - non-refundable, but will transfer to Class of 2021
 - b) Game Plan Entertainment - \$598.75 - hasn't responded on refund policy
 - c) Brad Henderson (Hypnotist) - \$570 - non-refundable - will allow a reschedule for this summer depending on his availability
 - d) Oh Snap - \$499.50 - will likely refund it if we have to cancel
 - e) Rocking HD - \$250 - normally non-refundable, but they agreed to refund if needed
 - f) Texas Poker Supply - \$400 - hasn't responded on refund policy
 2. If the in-person event continues, we will owe a balance of \$9,769.65 to vendors. This would take our bank balance down to \$9,442.33.
 3. Prizes
 - a) We have spent \$8,808.88 on prizes. -these were purchased Black Friday because of the significant savings
 - b) We projected to spend at least another \$11k minimum on prizes (including cash prizes and gift cards). We won't have enough to do that if we aren't able to have any other fundraisers this year (still TBD).
 - c) The general expectation is that we leave \$2-3k in the bank for the next year's class. If we have to cancel the event and some deposits transfer to next year's class, we will include that in the amount we are leaving them.
 - d) We are waiting to proceed with buying any other prizes until we know what is happening with the event. Any remaining funds (except what needs to be left for next year's class) will be spent on prizes.
- C. Registration
1. 56 students registered so far - still need to encourage kids to register. If we end up having to take an alternate route for this event, only registered students will be the ones participating.
 2. Typically, 50% of the graduating class attends. Last year, about 75% of the class attended. We have been basing our estimates on 400 kids attending which is about 70% of the Senior class.
 3. Info & registration link are on our website - <https://www.hawks-senior-celebration.com/registration>
- D. SignUpGenius for committee heads and volunteers - someone on the zoom call made note the HHS is hosting summer school this summer and that may cause a problem with trying to hold the event at the school and setting up ahead of time.
1. Committees - <https://www.signupgenius.com/go/10c0c44aaaf28abf58-2020>
 - a) Food Committee Chair - Justin Gonzalez - we may end up asking parents to bring food. Businesses right now are struggling and we don't feel it's right to ask them for donations
 - b) Prize Committee Chair - Carly Gonzalez
 - c) Registration Committee Chair - Rae Ann Carrizales
 - d) Still need 2 committee chairs - Decorating & Volunteer
 - e) Volunteers - <https://www.signupgenius.com/go/10c0c44aaaf28abf58-20201>
 - f) 150 total time slots available - 19 have been filled - 131 still available
- E. Eventbrite for dodgeball tournament registration - haven't advertised it
1. <https://www.eventbrite.com/e/dodgeball-tournament-graduation-night-senior-celebration-tickets-96998672641>

- A. We haven't received word yet if this will be cancelled or not. Would like to reach out to vet to discuss alternatives (i.e. drive through pet clinic). - LaTonya plans on reaching out to the vet to see if they're still willing to provide the service. One person suggested having a drive thru pet clinic. We could have it in the circle and people would stay in their cars with pets until it's their turn. Hop out of the car and get their shots then leave. It would take more volunteers than usual. It was also decided that the current board would arrange for the Pet Clinic that usually takes place in August since it comes up so quickly after elections.

VII. Other Possible Fundraisers - Katie Lischka

- A. Shirts - Katie Lischka came up with a Hawk Strong T-shirt. We got a quote from Rock Sports. Melissa Malinowski has a contact at Big T's and she was reaching out to them for a quote.
- B. Signs - Mary Perisho got a quote on yard signs for the community to buy to show support for the senior class. Brendi Romick suggested we use Pflugerville Signs to keep it local. Carly reached out to Pflugerville Signs several weeks ago but they never returned her calls. They are busy making PPE masks. Mary reached out to dirt cheap signs and got a quote. We are going with Dirt Cheap signs and if we purchase more we will consider Pflugerville Signs.

VIII. Elections for Next Year's Officers - Noreen Pope

- A. Elections will be held at our next meeting on 5/19. There are 4 required positions and 1 optional position - Noreen discussed the roles of each board member.
 - 1. **President** - The President shall preside at all organization meetings; recruit and nominate functional committee chairpersons; work with the HHS Principal to appoint an HHS Faculty/Admin Sponsor to serve as liaison between HHS and HHS Senior Celebration; secure participation of a representative for the subsequent graduating class; and be responsible for any matters not delegated to a committee.
 - 2. **Vice President** - The Vice President shall assume the duties of the President in absence of the President; assist the President with committee chair recruitment and nominations as required; oversee coordination and recruitment of volunteers; and serve as representative to the Hawks Foundation.
 - 3. **Treasurer** - The Treasurer shall have custody of all the funds of the organization; keep books of accounts, records, bank statements, receipts, budgets, invoices, cancelled checks and any other applicable financial records; maintain and retain such records as directed by the Hawks Foundation Treasurer; make disbursements as authorized by vote of the members of the organization and in accordance with the approved budget; make financial reports at each meeting of the organizations; and provide regular quarterly reporting, full fiscal year reporting at the end of the year, and any other required financial information to the Hawks Foundation Treasurer on the schedule and in the form required by the Hawks Foundation Treasurer.
 - 4. **Secretary** - The Secretary shall keep the minutes of all general meetings; keep a current copy of the Bylaws, and all approved previous copies of the Bylaws; conduct correspondence of the organization; and keep records of attendance at the meetings.
 - 5. **Member At Large** - This is an optional position that the Junior parents can decide if they want. We had one this year and they had one last year and we recommend it.
- B. If you want to submit your name for one or more of these positions, please email hendricksonseniorcelebration@gmail.com prior to the next meeting. We will also take nominations from the floor at the meeting.
- C. Newly elected officers technically take office on August 1st, but can transition sooner depending on the outgoing/incoming officer schedules this summer.
- D. Open up for Q&A - The current board has worked hard to make things easier for the next board. There is now a BWS binder, we have rented a storage unit so that all things owned by SC are

housed in the same place. It all used to be scattered in people's garages. The current wants to be sure the transition goes smoothly

- IX. Main Event Alternatives - Open Discussion - spent time discussing alternatives. We won't make any changes until the current date is completely ruled out. We are hoping to know more when Governor Abbott speaks on Monday, April 27.
 - A. We discussed using the drive-in in Hutto and having an event where kids have to stay in cars. Prizes can be raffled off and delivered to cars.
 - B. We discussed using the school parking lot, hiring a DJ and doing something similar to the above.
 - C. We discussed using online website to raffle things off and deliver prizes to kids
 - D. Someone mentioned having a dunking booth and pie in the face and other activities in the parking lot. Justin mentioned if we can do that then we'll host the original event we have planned.

- X. REMIND
 - A. Text @hhssc2020 to 81010

- XI. Questions/Discussion

- XII. Adjourn Meeting

2020 Senior Celebration Officers

President - Justin Gonzalez

Vice President - Noreen Pope

Secretary - Katie Lischka

Treasurer - Carly Gonzalez

Member at Large - Dana Villanueva