

12/11 HRBC Meeting

Attendees: Colleen, Julia, Gianine, Cassie, Jason, Kristin, Steph, Mike, Kathy

Financial: Booster 13,056.07 as of 12/8 AND \$500 visa gift cards

Grant- New Comcast Grant from Justin's cousin, expecting \$1000

Sponsors

- Expected New \$500 Red Gate, NY sound Co- Jason's brother, Erik Van Batavia
- \$2,500 HAAS sponsorship came through
- Kristin reaching out to Penn Construction and Rotary Club
- Pepsi and ACME declined sponsorship

Reimbursement request/expense since last meeting

- Request for Cassie to be reimbursed for 2022-23 Mt Olive approx \$700

Upcoming Credits

-Undeposited Checks found. Awaiting confirmation from signatories to deposit, total outstanding as of 12/11, \$843

Budget- Board Vote

- ★ **APPROVED-** \$25k budget which consists of \$18k Booster funds and \$6k School funds.
- ★ **APPROVED-** \$2,500 total in season budget that does not require approval. Cassie will be responsible for maintaining tally and reporting expenses to Treasurer.
- ★ **APPROVED-** \$1,500 for FTC starter kit, drivetrain kit and first qualifier
- ★ **APPROVED-** \$5,000 FRC bulk order

Specific Budget quotes, supply lists will be provided by Cassie in print form at next meeting. \$250 buffer included in \$25,000. Consider increasing buffer if raise additional funds. Any additional funds raised over \$26,000 should be considered to be earmarked for Worlds, team improvements and/or next season.

1. FRC bulk order- Cassie will supply quotes
 1. FRC Team's Outreach endeavor financial support
 2. NHS Gift Drive: national honor society, Mr Weinstock -collects gifts all year round. Team will do stem related tou drive. Amazon wishlist created by students. Discuss next meeting if hrbc wants to match or donate?
 3. HMS FIRST Tech Challenge (Vote on amount if any)

Events/ Meetings

- The robotics team has been invited to bring Henry the Mas-bot to all home basketball, volleyball games. We are welcome to set up a fundraising table. Proceeds are to go to HRBC.
 - Booster club volunteers needed to supervise the fundraising table. Games are on most Tuesdays, Thursdays, and Fridays and occasionally Saturday. We will start with Fridays. Signup Genius will be created, must have current clearances.

- Fundraising ideas- Immediate: discount cards, bundt vouchers, candy bars (needs approval). Future: pancake breakfast tickets, bleacher pads (upfront cost), haverford apparel (upfront cost), other Robotics fundraiser when appropriate
- Consideration to have at games: Video on loop on computer. Upcoming Fundraising Flyers to hand out (take Tony Ronis this weekend) Hang Robotics banner up behind table.
- Taddeos Holiday Fundraiser 12/1-12/3, was shared on personal media pages, teams facebook, flyers in store windows on brookline. Awaiting total amount raised.
- Tony Roni's Fundraiser 12/26-12/31. Spread on personal social media, hang in local businesses and hand out at 12/22 basketball game and 12/29
- Nothing Bundt Cake Fundraiser: money and unsold vouchers due 12/15. Possibility of selling vouchers for longer, they don't expire.
- Roboforce Online Merch store coming soon!!!! Orders will not be available by holidays. Proof received. No sponsorless short or long sleeve tshirts available this year.
- Girls Scout Fundraiser, pilot with Lynnewood Troop is meeting 12/16 for a programing workshop, there will be not charge. Thursday Cassie will meet with Girls Scout staff and get more info on fundraising/fee? Separate committee needed, with clearances, to assist students.Consider robot kits for future workshop.
- JANUARY 6 FRC kick off

Chairs Updates min of 12 except hat

- Colleen bring robot, kids could make ticket \$15 Saturday 2/3 or 2/10 tick and flyer by kids, 1 person coordinate 75 each time
 - Pancake Breakfast at McGillicuddy's- trying to book 2/3 or 2/10. Will be charging \$15/per ticket.
 - 225 ticket will be available, 75 tickets for each of the 3 seatings: 8, 9:15 and 10:30 AM (potential to raise \$1,350)
 - Will need online form, person to track tickets, door person to collect tickets. More discussion needed on specifics. We pay McGillicuddy's the date of the event \$9/per person that attends, minimum 100 people
 - Each person can choose the following for breakfast:
 - French toast OR Pancakes
 - Scrambled eggs
 - Bacon
 - Drinks would be: juice/coffee/tea (nothing alcoholic is included)
 - Once we make a flyer, McGillicuddy's will help us promote the event.
 - C&M
 - Just Robotics logo apparel. Minimum order of 12 per item, except hats have no min. Prices are still being determined
- Julia-

- Received logos from A&E, Allstate, Austin's Remodelling, Partners Consulting and Piazza Honda (remaining logos needed Ardent, HAAS, Arka/Stratagem Kevin, School District Logo, Haverford Ed Foundation¹)
- RaiseRight since \$85.60 auto deposit 12/5, 2 month total \$137.82
- Clearance check- verbal and meeting and then with school

Other

- Houston World Champions extra Lodging- FIRST Housing Portal opened Wednesday, requested 12 rooms for Tuesday April 16 through Saturday April 20. Block determination TBD. Can cancel individual room requests before March 18th.
 - Top 3 picks were within 1 mile of Venue- \$159 to \$274
 - Next 3 picks Suite style located in the Medical Center near the NRG Stadium- \$159 to \$191Final
 - 2 picks were near the Hobby International Airport/closest to the Space Center- \$137 to \$140
 - Other rooms should still be booked in case First blocks are not available or undesirable (too far).
 - Airfare research needs to be done. Deltas refundable tickets \$517 vs \$377, trip ins through alliance 15/person- refundable total 430/per person (Info provided by Kristin). Unsure if eligible for group and for exact dates. Jet blue and Southwest also offer refundable but not direct flights. Deadline for canceling? Fee for canceling? Separate committee needed for this.
 - American Airline allows for change of name on tickets (info provided by Gianine's travel agent contact, Cassandra Doyle)
- The team received a refrigerator for the Robo room
- IRS gaming rules and Bag Bingo- we can run these fundraisers as long as we follow rules. Bingo is easier, but must get a PA license and keep records.
- Colleen has volunteered to visit all the discount card businesses, say thank you and give them a Discount Card. She will need 10 discount cards and she will type up thank you letters.
- HRBC now has a place to meet at the HS every Monday at 7pm. We have access to the conference room in the attendance office, the conference room in the main office and the east and west commons. We can make the decision depending on the number of members attending. Extra meetings, committee meetings or other reasons to meet should be scheduled through Julia.
- Contact info for HHS communications
 - Friday Email Blast- Pete Donaghy pdonaghy@haverfordsd.net
 - Weekly In School Overhead Speaker Announcements- Chris McCormick cmccormick@haverfordsd.net and John Berardoni jberardoni@haverfordsd.net

¹ "This learning opportunity was made possible through a grant from the Haverford Township School District Education Foundation" should appear on forms of "communication" namely, social media posts and a swerve robot specific website page. Logo can be used on website and shirts

- Community Page and Haverford Happenings- Anna Deacon adeacon@haverfordsd.net . Community page she can post flyers, upcoming events including comps and fundraisers. She can repost info from team social media pages. Haverford Happenings would be for accomplishments and Worlds.
- Community Publications?
- If Mike is unavailable to edit website contact Cassie.
- Update on Social Media: Instagram @frcteam484, TikTok @frcteam484 and Facebook. There are 2 Facebook pages, 1 private for team photos and 1 public cassie. Who has access, who should be contacted to have something posted

Commitments Checklist from previous meetings

- Andrea send out 2 signup genius', 1 for snacks and drinks starting after thanksgiving and 1 for Saturday lunches starting in January. Working on it CAssie check made but not sent
- Andrea will send out a sign up genius for basketball games, obtain info from Cassie **NEW**
- Cassie will inquire about what's usual and customary regarding fundraising and fees with the Girls Scouts at her meeting on 12/14. **NEW**
- Cassie will have team create an Amazon wishlist for NHS toy drive **NEW**
- Cassie will create a signup genius for basketball game fundraising table supervision **NEW**
- Cassie will confirm with Mr Weinstock specifics of you drive needs and if we are allowed to promote on team media sites and in person activities (basketball games) **NEW**
- Cassie will send necessary information to Andrea for creation of Basketball Fundraising Table **NEW** Volunteer Signup Genius
- Cassie will let Julia know how much she is requesting for Mt Olive reimbursement **NEW**
- Cassie will provide printed budget info for review at next meeting **NEW**
- Cassie will check on ability to sell candy bars at basketball games **NEW**
- Cassie will take care of gathering logos for Haverford SC, Haverford Ed Foundation, and Arka/Stratagem **NEW**
- Cassie will CC Julia NHS email **NEW**
- Cassie make amazon wishlist **NEW**
- Cassie will look into Micro Center alumni connection for in kind donation and/or sponsorship
- Cassie will print out Houston map provided by FIRST
- Cassie will contact Dr. T teacher to see if Discovery Day date can be moved next year to accommodate the team's competition schedule.
- Cassie will work on Facebook public page and provide info when available
- Cassie put together a supply list for in kind donations Room List now, New Game list in January
- Cassie will follow up with Justin about donator's desire to be on the shirt
- Cassie look into ability to share images and photos from Nextcloud, google workspace once approved
- Cassie and Gianine will work on a list for submitting a 999 request for Room Upgrade with the school board, Shwartz (tools, printer, storage). If denied, the Haverford Ed Foundation has a 1 time \$10,000 grant that we could qualify for if we incorporate use for the middle school.
- Cassie will adjust Go Fund me page to represent a year round donations platform
- Colleen will reach out to McGillicuddys and see if 2/3 or 2/10 works for pancake breakfast and if we can bring Henry **NEW**
- Colleen thank you card and take discount cards, 10 discounts , type something
- Danielle Fo will look into DMI potential future in kind donations, after receiving list from Cassie

- Daria look into Lankenau Sponsorship/Donation
- Gianine working on filing for PA tax exempt application **NEW**
- Gianine will talk to her brother Joe regarding Boeing
- Gianine will make final candy deposits this week and PO refund
- Gianine follow up with Alex from Adam Mechanical, if need be in 2 weeks will follow up
- Gianine will follow up with Beatty Lumber
- Jason will look into Boy Scout fundraising/ badge opportunities. (3rd grade has a robotics badge)
- Jill will send her WSFS contact the team's sponsor packet
- ~~Julia will reach out to Faust Ortho regarding sponsorship~~
- Julia will send out an email seeing if anyone would like to volunteer for Houston planning committee **NEW**
- Julia will breakdown all debits and credits by category and send to Cassie for budget purposes **NEW**
- Julia will email school tony roni flyer to be included in announcements on 12/18 and ask for it to go out on the 22 and again on the 29. **NEW**
- Julia will email HRBC members the Tony Ronis flyer asking them to post on their social media pages, pass the word and hang local business **NEW**
- ~~Julia will look at G&M proof pricing and give feedback to Colleen and Cassie by 12/15 **NEW**~~
- Julia will reach out to HAAS to send thank you and request logo **NEW**
- ~~Julia will Send Gianine volunteers that have attended **NEW**~~
- ~~Julia will email Donaghy new flier for Bundt cake vouchers~~
- ~~Julia will contact school about access to monday meetings, who to contact if locked out~~
- Julia will contact Yards Pub about beef and beer, fundraising opps end of year
- ~~Julia will look into State Farm sponsorship invitation (Cassie has info)~~
- ~~Julia will check clearances~~
- Kristin will talk to her husband Raph about coming in to work on team recap reel video, once clearances are submitted to the office
- Kristin will fill out and drop off Costco Donation Request Form
- Mike put together a form for pancake breakfast on website that would go directly to hrbc email (like sponsorship form). More info and discussion needed. **NEW**
- Mike will take old agendas off the website. Going forward Meeting Minutes will replace agendas as they become available. **NEW**
- Mike will add "make a donation" link(s) links to venmo (not just QR code) and to Go Fund me once adjusted by Cassie , to fundraiser page
- Mike will add "contact us at hrbc@team484.org" on bottom of Booster page, Sponsors page, Fundraiser page (already on sponsorship forms page).
- Mike will work with Charlie on making pins for current student members. Will order more pin backs
- Steph look into Park Power Sponsor/Donation

Future

- NEW- bylaws must be updated to include FTC
- NEW- bylaws should include student participation/ student liaisons
- World Championship reservations: 11 back up rooms, must be cancelable. Make sure hotel is aware that it is for this specific event. Last year reservations were canceled by hotels once they were discovered to be with First. (30 kids/ 15 still from last yr)

- Swag for Comps, bracelets (still have from last year), pins, ribbons if make Worlds
- Mike volunteered his wife to run bag bingo. firehouse?
- Soft Pretzel Sale at Volleyball or other sporting event (Drinks?) And/Or table after school.
- Krispy Kreme sale after school
- Host FTC Event
- Host a parent night, where kids get dropped off?
- Tax deduction email in early **January**
- Run fundraiser-needs township and state for permits.
- Car wash may or june at least decide in june for fall
- Apply for Harbor Freight funding **january**
- Nothing Bundt Cakes Valentines Sale **February**
- Next year look into possibility of participating Scholastic book fair at other schools
- Next year look into elementary schools holiday bazaars
- Getting students more involved

Volunteers Needed For:

1. Basketball/ Volleyball game fundraising table- 1 adult to supervise students, must have current clearances.
2. Houston Planning
3. Bag Bingo/Bingo Fundraiser Coordinator
4. Girl Scouts Pilot Program

Next Meeting 1/8/2024