

4/15/2024 HRBC Minutes

Attendees: Mike, Colette, Colleen, Stephanie, Jason and Julia

Financial: Booster- \$ [REDACTED] as of 4/13 . School Account? Sat Lunch GCs balance [REDACTED], harbor freight GC [REDACTED],

Snack sign up?

- Reimbursement request/expense since last meeting
 - **Approved** Iron on Logos for bleacher pads \$60, Julia (was 74.99, but was reimbursed 14.99 for shipping issues) .
 - **Approved** Colleen reimburse for gas for uhaul, \$20 will send to gianine
 - Hotel refund for Julia has not been refunded, \$2,166.20. Multiple calls made to Houston hotel and Hilton. Jason will have a lawyer he knows give them a call. \$541.55 per each of the 4 rooms.
- Freddy's Fundraiser brought in \$ [REDACTED], will receive shortly (takes 3 weeks)
- **Approved** Vote on reimbursing mentors for driving students around
 - IRS current rate \$.67 x mileage
 - Mentors will be responsible for tracking and submission for reimbursement. Send email to Julia so it can be included in the next meeting. Please include name, event, mileage and date of event.
 - If reimbursement is not requested within 3 months of the event, reimbursement is forfeited
- Binder of financial transactions available for review

Events/ Meetings

- Cathy has officially taken over as Treasurer. New electronic transaction form coming to be filled out for all transactions through the HRBC bank account.
- Debrief Meeting- team would like us to join the discussion at 8:00 tonight in the commons
 - Redo Sponsor Packet ASAP so team can start looking for 2025 sponsors now.
 - Dine in Fundraising- didn't like Tony Roni's
 - Support Outreach- how can we assist
 - Travel arrangements for Worlds or other events as needed
 - Need Volunteers for Supporting Events to: sell bleacher pads, wawa vouchers, bundt vouchers and . Possible 50/50 and/or Cotton candy machine (must be a larger event)
 - Suggestion to use stickers already on hand to make buttons. .
- **Approved** Move HRBC meetings to Tuesdays 6:30-9
- Robo logo bleacher pads are now available for purchase. Total 24 made.
 - **Approved** Purchase more iron on decals for team pads
- Cub Scouts are still interested in setting something up.
- **Approved** Roboforce Recognition Award, \$250. Scholarship for a senior to be presented at the end of year HHS event. Steph will look into it.

End of year/ summer events (Committee?)

- Brick and Brew Darby Rd min spend \$2000. Yard pub min \$1000? Crossbar? Barnabys
- Potential Get together event for students - Wynnewood Lanes

Robotics Room can be reached at (610) 853-5900 ext 2070

- 12 lanes (up to 6 people per lane)
- 2 hours of unlimited bowling and free shoes
- \$1,020 is the cost. \$100 deposit is required
- (basically \$15/person)
- 72 people total can participate
- Food and drink add on option
- No elevator/ not handicap accessible
- Delco Axe House: axe throwing 388 Reed Road Broomall, PA 19008. Can bring your own food and drinks
- Escape Room, Top Golf,, Pool Party, Amusement Park, Mini Golf, House Get Togethers
- Quizo night, potentially 10/25/24 Friday evening 7-10. 10 tables of 10 or 12 of 8..... Goal is at least 100 people. BYOB and food. Raffle baskets. \$30pp and winning table gets their money back. 2nd place gets a prize and last place has to take a goofy picture (need props).
 - Jason will look at Temple Luthern
 - Julia will look at Brookline Fire hall and others
 - Colette will look at place in Ardmore
 - Colleen will look at Sacred Heart
 - Mike will look up TBD
 - Stephanie will look up CREC

Fundraisers

- Current :
 - Iron Hill Ardmore Dine In Fundraiser every Wed in April, doordash not included. Last Dine in 4/24
 - Bleacher Pads with and without Robo logo \$20 each, at \$8.18 profit, or 2 for \$35, at \$12.62 profit. Profits do not include team logo costs, -\$3 profit for each sold with a robo log.
 - **Approved** Taddeos Fundraiser May 3-5
 - Nothing Bundt Cake Vouchers
- In the works:
 - Shake Shack 40 Coulter Ave in Ardmore. Colleen will contact directly
 - Bleacher Pads at HHS (and HMS?) Sporting Events. Need info for both.
 - May 4 Girls Scout event badge with kit, tentative
- Potential future:
 - Candy Bars- 30 boxes, try to track sales this time
 - Why Cook Wednesdays! Try to have a dine out fundraiser scheduled every Wed so it becomes a commonly known event, hopefully beyond the 484 group. We could post schedule on fundraising website
 - Rita's after school. Students could pass flyers out at exits during dismissal. Colleen will contact
 - Quizo night with raffle baskets. Steph's contact \$250 for 2 hours Fri 10/25 available, Daria's contact \$350.

- Possible Summer fundraiser: 3-4th lego club, one time 3 day summer event morning or afternoon . Virtual coding event. Assess after the girl scout event.
- Event Needed for following fundraisers
 - Wawa Shorti Vouchers- purchase for \$4, sell for \$5+. Any location and they don't expire. Look up min and have on hand.
 - Pet a dog or cat for \$1 HTD allow
 - 50/50 at another teams event
 - Cotton Candy Machine

Chairs Updates

- Mike
 - Taddeo's Fundraiser, first weekend in May. Mike made flier for approval
- Colleen
 - Current Third C&M sale includes:
 - colored shirts and extra items
 - Sweatshirts with names available, must be school appropriate.
 - Ends 4/25
- Gianine
 - Request for more room/Berardoni Meeting recap..
 - Field practice is not possible with current space allotted, the gym is not available to the team and the commons is available sometimes. Permits are often difficult to obtain for the aforementioned areas. Also, having to lay/pull up the carpet and set up/breakdown of the field, everytime is time consuming and can cause injury. It is currently impossible to step up a full or half scale field. Open to suggestions. Parent follow up may be requested.
 - Other topics to be discussed: Room for lego clubs for multiple elementary schools at one time, hosting FRC/FTC events
 - Meeting at the end of month. No parents to start.
- Julia
 - Bleacher Pads: 24 available with Roboforce logo and 26 without. Both are available for sale, \$20 each or 2 for \$35. Will order more logos to make the 25 for students.
 - Sent all sponsors a Thank you/Recap email except: DMI need contact info, HAF bounced back and should one be sent to Berardoni? Would like to send to donors next.
 - RaiseRight program has officially changed from group fundraising to individual student fundraising as of 4/1/2024. All funds can be used for any team overnight trip. An overnight trip is anticipated in the 2025 season.
 - Requested adjustment to current permit to include "6:30-9:30 in main office conference room" and for 1 time permit for April 2.
 - Local supplier, Twinkle Inc could supply us with additional merch fundraising and swag opportunities (what is the FTCs #, name and logo)
 - Sell: Robo Logo Magnets, Water Bottles, Tote Bags, Blankets, Yard Signs, Sticker Sheets, Backpacks, Glass Ornaments (before xmas), Coffee Cups, Window Decals

- Window Decals for sponsors “2024 Haverford Robotics Sponsor” to display in storefront windows. Would need to be designed
- Stickers to give away at comps

Team wishlist

- Team request for a fold up bench for que waiting area. Found 1 for \$130 on amazon, good reviews. **PURCHASED by parents**
- Mobile workbench(s): [Husky Mobile Workbench Cabinet 52"x20"](#) \$698 or [Husky 42"x18" Mobile Workbench](#) x 2 \$298 each
- Limelight 3- vision: april tag and game piece tracking
- USB Accelerator- vision: improved performance and more features
- Organization Bins and Labels/QR codes

Other

- How are we including FTC parents and students in what we discussed?
- Issues with HRBC email: not sending/not being received, delayed, going to junk mail
- Reminders:
 - Awareness of personal info on posted minutes
 - footer message in email communications to be removed from mailing list
 - “Possible Sponsor/Donor [list](#)”? Any additions? Has anyone made contact?

Commitments Checklist from previous meetings

- All 4/15 attendee will look up their agreed upon venues for Quizo night
- Cassie will send Julia a list of FTC parent info so they can be included in future HRBC communications
- Cassie will reach out to alumni contact that may be available to host Quizo fundraiser
- Cassie will send a picture of Students with Harbor Freight merch to Krisitn, to accommodate Harbor Freights request
- Cassie will send out an email to Roboforce alumni that have graduated in the past 5 years, requesting info on their current status with school/work. Ask if they want to volunteer, employer sponsorship or come talk to the current students about their experiences after HS. Self imposed completion deadline 2/15.
- Colleen will reach out to Rita’s on Eagle road to set up a potential after school Wednesday event
- Colleen will stop in Shake Shack in Ardmore to set up a Why Cook Wed fundraiser, if possible
- Daria will post the “Behind the Bumpers” and the “Robot Reveal” on social media sites
- Daria is checking to see when her Quizo contact has weekend availability
- Gianine will get an updated school account balance
- Gianine will discuss the HRBC email issues with Kevin Connell
- Gianine will try to obtain a copy of HHS Spring Sports schedule for fundraising opportunities
- Julia will send steph a list of all sponsors for facebook shout out
- Julia will get info on Wawa minimum voucher amount
- Julia will send out individual RaiseRight emails with current totals.
- Julia will send next C&M sale to donors behind the bumpers link, and pics
- Julia will make a suggestions box for the robo room. Intended to be used for wishlist suggestion, fundraising ideas and other info the team would like to communicate to the Booster Club.
- Julia will include FTC parents in future HRBC emails. Send a welcome email first.
- Julia will edit prior minutes for personal info
- Julia will do research on renting a cotton candy machine or something similar for future fundraising. Contact the township for info on getting a permit for HTD (AJs father food certified)

- Kristin will send pic to Harbor Freight contact once received by Cassie
- Stephanie is checking with her Quizo contact to see if he can hold a weekend night for us till we can bring it to meeting 10/25 \$300
- Stephanie will look into the specifics of getting the Roboforce Recognition Scholarship Award implemented.
- Steph will call out sponsors on facebook post
- Mike will send Taddeo's the flier to be approved
- Mike will link the "Behind the Bumpers" and the "Robot Reveal" on the website
- Mike will put Robo logos on foldable team bench
- Mike will put PA state exempt on website

Future:

- World's Committee 2025
 - Worlds 2025 will be 4/16- 4/19 in Houston again. Will need to make arrangements for Tues 4/15- Sun 4/20
 - Research other hotels besides Embassy Suites- Downtown.
 - Hilton Americas- Houston: this is the hotel attached to the convention center
 - Book flights with United because they are fully refundable. Need to wait until next years date become available (seems to vary in how far out booking is allowed)

Next Meeting April 30 6:30-9