

## Hercules Education Foundation

### Board Meeting Minutes

March 17, 2021 - Meeting via Zoom

#### A. Opening Procedures

- A.1 Welcome; Call to Order: 7:10 pm
- A.2 Roll Call: Sarah Creeley, Don Kuehne, Maddie Yuen, Angel Ward-Jackson, Sylvia Villa-Serrano  
Absent: Alex Walker-Griffin & Jamela Folds-Smith
- A.3 Approval of Agenda: Motion to approve Sylvia, 2<sup>nd</sup> Maddie, All in favor.
- A.4 Approval of Minutes: Motion to approve Motion to approve Sarah, 2<sup>nd</sup> Sylvia, All in favor.

#### B. Financials

2021 Financial Summary	
WF Checking:	16,067.72
WF Savings	5,588.46
Mechanics Savings	20,164.08
YTD Receipts	3,065.00
YTD Disbursements	992.05

#### C. New Business

- C.1 Donors Choose:
  - Add a Little Color to Our Lives! – Mr. Owens  
HEF completed funding with \$157.26 donation on March 6 (2X Edpuzzle match)
  - Review current DC projects with matches None expiring at this time.
- C.2 Paypal account update Don will work on having Bob Redlo removed as the account administrator.
- C.3. Network for Good: Don attended their webinar about non profit websites. Topics discussed in the webinar:  
` Is your website easy to navigate? Are the pages cluttered?  
  
After discussion about the HEF website it was agreed that each director should get feedback from a community member to see if any changes need to be made to make it more user friendly or if works as is.

#### D. Old Business

- D.1 Meeting Schedule – changed to third Wednesday of the month in 2021 -- May, July, September, November  
This will be the schedule kept for this year as directors have other commitments attendance may vary.
- D.2 Review second draft of amended By-Laws Don will make suggested revisions and Maddie will supply Don  
With code changes. We should be able to vote on the revised by laws at our May meeting.

#### E. Events

- E.1 Golf Tournament - Friday, August 27 Sylvia will provide a save the date flyer for everyone to share via email  
and on their social media sites for potential golfers & sponsors.
- E.2 Bay Front Run – Sat., Sept. 25 (alternative Virtual event if in person not possible due to Health Dept restrictions)
- E.3 Bottles & Bites – November event on hold Review at July board meeting.

#### F. Agenda additions: Network for Good

#### G. Adjournment: 8:50