

Hercules Education Foundation

Board Meeting Minutes

November 17, 2021 - Meeting via Zoom at 7:00 pm

A. Opening Procedures

- A.1 Welcome; Call to Order: 7:04 pm
- A.2 Roll Call: Sarah Creeley, Maddie Yuen, Alex Walker-Griffin, Sylvia Villa-Serrano, Donald Kuehne, Stem Fatale Reps: Kiana Pinkard, Chloe Giang and Hilary Khu
Absent: Jamela Smith-Folds, Angel Ward-Jackson
- A.3 Approval of Agenda: Motion to approve Alex, 2nd Sarah, Approval by all.
- A.4 Approval of Minutes: Motion to approve Sarah, 2nd Alex, Approved by all.

B. Financials

2021 Financial Summary

WF Checking: \$13,500.67 Outstanding checks: \$955.11

WF Savings: \$5,588.84

Mechanics Savings: \$20,165.59

YTD Receipts: \$21,051.48

YTD Disbursements: \$22,500.69

C New Business

C1. Grant Applications

9/19 Seat Cushions for the Class: Amphone Nontha, Hanna Ranch \$213 – Paid \$284.00 on 10/5

9/26 Creative Art Activities: Emily Earl, Lupine Hills \$300 – Paid \$320.11 on 10/23

11/1 Diverse Book Club Books: Chante Maxey. Hanna Ranch \$300 – Approved

11/12 Near Space Atmosphere Project – Olaoluwalotobi Thomas \$300 – Approved

C2. DonorsChoose Projects

HEF completed funding for three projects with 2X match on 9/24:

A Table is a Place to Learn: Ms. Santiago, Hanna Ranch \$133

Hands on Learning for Kindergarten Readers & Writers: Mrs. Hague, Lupine Hills \$120

2nd Grade Writers in the Making: Mrs. Moran, Ohlone \$104

Projects pending – 14 expiring December to March

Bumper Plates for Days \$318 (3X match Dicks Sporting Goods) – Mr. Lazaridis, HHS

Inventive Incentives to Teach & Inspire \$173 (2X match Charles Schwab) – Mrs. Avina, Ohlone

Motion by Sarah to fund both, 2nd Alex, Approval by all (inventive Incentives was fully funded by others)

C3. Projects funded for 2021-22 school year

Grants: \$ 2,632.82 (9 projects)

Donors Choose: \$643.67 (4 projects)

C4. 2022 Meeting Dates 1/19, 3/16, 5/18, 7/20, 9/21, 11/16

C5. City Non-Profit Recognition for 2022

Packet submitted

C6. Giving Tuesday

Malaga posted on 11/17 to our FB page. Everyone should share the post to their personal page.

Sylvia will post on FB pages for Residents of Hercules and several other local FB groups. Mal can send this out to the HEF contact list and to those who have subscribed thru the website.

C7. Holiday Tree Lighting – Sunday, Dec. 5 ~ 3:30pm – 5:30pm

400 cookies / icing

Plates

Tablecloths

Hand sanitizer

C8. 2022 HEF Events

Bottles & Bites - March 27 (tentative, need confirmation of hall rental)

Hercules Golf Classic - Discussed partnering with another non-profit to bring in golfers. Sarah will check with the Library Foundation.

Bay Front Run & Festival - Sunday, October 2

C9. Stem Fatale

Discussion held with Stem Fatale representatives. They are interested in attending the Stanford program and any other programs available. Suggestions: UC Berkeley, Lawrence Livermore Lab and Bio-Rad, shadowing female scientists. Maddie will contact Stanford and try to set a trip up for spring, and check for a contact for Lawrence Livermore Lab. Sylvia will check with Bio-Rad.

C10. Southwest Airlines Acts of Kindness

Maddie reported HEF being awarded 40 travel passes. She still needs to complete process. They can be used for teachers to attend seminars and for the Bottles & Bites Silent Auction. Further discussion on distribution will be discussed at the January meeting.

C11. HEF E-newsletter

Sylvia spoke with Mal about doing a quarterly e-newsletter. It would be a good way to keep the community updated on HEF's activities. Cost would be no more than \$150 quarterly.

Sarah motioned to approve, 2nd Sylvia, approved all.

D. Old Business

D1. Website

- Donor list – pending

D2. Attorney General filings (Don) Submitted pending response. Raffle registration approved, valid for one year.

D3. Network for Good proposal

After discussion it was decided that we weren't at the point of needing an outside company. We will revisit in 2022.

D4. Directors and Officers for 2022 (Sarah)

President – Sarah Creeley

Treasurer- Sylvia Villa-Serrano

Secretary - Open

D5. Bay Front Run / Festival (Sylvia)

INCOME \$28,206.07

Sponsors

- Paid in 2020 \$6,000

- Paid in 2021 \$5,823.63

- Pending sponsor donations \$10,000 (Phillips 66, Mechanics Bank, Bio-Rad)

Total sponsorship \$21,823.63

Registration Fees **\$6,382.44**

EXPENSES \$13,875.98

Pending financial report from the Bay Front Chamber

REGISTRATIONS	2021 : 333	2019 : 201
5K	137	83
10k	54	40
1 mile	44	38
Kids Fun Run	98	40

D6. Trunk or Treat

Sarah's car was decorated with a Charlie Brown theme. Sarah, Alex and Donna Now, director from BFCOC gave out candy to about 1,000 kids.

F. Agenda additions:

- C1. 11/12 Near Space Atmosphere Project – Olaoluwalotabi Thomas
- C9. Stem Fatale
- C10. Southwest Airlines
- C11. HEF e-newsletter

G. Adjournment: 10:00 pm, NEXT MEETING: Jan 19