

Hercules Education Foundation

Board Meeting Agenda

May 18, 2020 ~ 7:00 PM ~ Meeting held via Zoom

A. Opening Procedures

A1. Welcome, Call to Order 7:00 p.m.

A2. Roll Call Don Kuehne, Sarah Creeley, Alex Walker-Griffin, Sylvia Villa-Serrano, Maddie Yuen, Jamela Smith-Folds, Estela de Paz ABSENT: Angel Ward-Jackson

A3. Approval of Agenda Motion to approve: Sarah 2nd Alex, approved by all

A4. Approval of Minutes Motion to approve: Sylvia 2nd Alex, approved by all

A5. Financials - 2020 Summary (Don)

WF Checking: \$15,527.57 ~ WF Savings: \$15,587.70 ~ Savings Mechanics: \$10,000
YTD Receipts: \$3,601.00 2019 Gross Receipts: \$52,778.21 (Filed Forms 990-N and 199N)
YTD Disbursements: \$5,392.50 (HEF Grants – \$994.27, DC Grants – \$808.46, Malaga Corp. - \$2,936.06)

B. New Business

B1. DonorsChoose

Ms. Anthony – HMS, Manga Madness, EXPIRES June 24, \$396 to fund

Mr. Owens – HMS, Middle Earth for Middle Schoolers – EXPIRES July 4th, \$210 to fund

Motion to approve both with Don funding before they expire: Sylvia 2nd Alex, approved all

Mr. Owens – HMS, Graphic Novels, EXPIRES July 2, \$1,478 to fund

To be voted on via e-mail before expiration date

B2. Grant Applications

Mr. Valdez – Hanna Ranch, Seesaw Subscription (\$120) approved via e-mail

C. Old Business

C1. Website & Facebook (Sylvia)

- Testimonial page added
- 2019/2020 projects added
- Meeting dates updated
- Fillable application corrected
- Sylvia's picture added to board member page
- Maddie & Jamela's names added to board member page, pending bios & pictures
- Golf Tournament changed to CANCELLED on website
- Don suggested we look at the Hercules Library Foundation donor process on their website. Less clicks and more content about donation. Sylvia will follow up with Mal.

C2. Updating of Bylaws No report as Angel absent

C3. Notifications to Grant recipients Sarah reported notifying all recipients awarded grants at the March meeting. Don reported ordering books for the Maxey grant.

C3. Accounting Software – On hold as Aida's accounting office is closed due to COVID SIP, Sylvia to follow up when her office reopens.

D. Events

D1. 2020 Event Calendar

- July 24 Hercules Golf Classic (CANCELLED)
- August 11 National Night Out
- September 26 Bay Front Festival & Run
- October 18 Bottles & Bites (DATE CHANGED FROM 8/30)

ALL EVENTS PENDING DIRECTION FROM THE COUNTY FOR LARGE GATHERINGS

E. School Updates All schools closed until further notice from the District.

Estela mentioned that Hercules High School is partnering with the Hercules Rotary. Activities include summer internships, website development, and a new internet club called Zoomers and Boomers, which helps seniors with the internet and technology. The High School is unlikely to have a live graduation ceremony. The Middle School Music Director, Ms. Calonico, is retiring. Teacher Appreciation was funded with parent donations and the leftover money was given to first responders and the Post Office.

F. Agenda Additions/Deletion none

G. Adjournment 8:30 pm

MEETING SCHEDULE FOR 2020 – 7/20, 9/21, **10/12**, 11/16 - Oct. 12 added as a planning meeting for B&B