

Hercules Education Foundation

Board Meeting Agenda 6:00 PM July 11, 2024

A.1 Welcome; Call to Order: 6:07

A.2 Roll Call: Sarah, Don, Kim, Sylvia, Lynda, Jamela (zoom) Absent: Alex, Maddie, Angel

A.3 Approval of Agenda: Kim moved the agenda with adding C7: the social media we discussed adding to the agenda last meeting. Sarah seconded the agenda. All were in favor.

A.4 Approval of May minutes: Sylvia moved to approve May minutes. Lynda seconded the motion. All were in favor.

B. Financials:

Bank Balances as of 6/30/24:

WF Checking: \$40,796.38

WF Savings: \$5,599.19

Mechanics Savings: \$20,171.11

PayPal Account: \$0

C. New Business

C1. National Night Out: Tues. Aug 6, 6 to 8 p.m. Sarah will help set up, Lynda and Connor will attend, Kim will help for at least an hour. Lynda, Kim, and Sarah will reach out to the schools to get them signed up for tables.

C2. Teacher Grant Applications: none at this time, \$400 will be the amount again this year.

C3. DonorsChoose: 3 projects currently listed. They do not expire until Aug/Sept.

C4. Director officer responsibilities: start with bylaws and a shared google doc

C5. Finance committee: Don proposed a change in how we keep our financial data for tax purposes. Finance committee discussion can be a separate sub meeting.

C7. Social media: We will utilize Danielle for social media to post about 4 times a month. Sarah moved to approve \$400 for Danielle to post to social media for Instagram and Facebook 4 times a month. Lynda seconded the motion. All were in favor.

D. Old Business

D1. Tax filings for 2023 : Update from Don/Sarah about preparation by H&R Block. The lady had difficulty finishing the nonprofit taxes so we will see if we can get a nonprofit specific accountant going forward.

E. Good of the Order: Sylvia has sponsor sheets for the run.

F. Upcoming Events:

Tues. August 6th National Night Out

Sun. October 6th Bayfront Run and Festival

G. Adjournment: 7:55 adjournment by Sarah Creeley

Next Meeting: Sept 19, 2024 (middle school back-to-school)