

Hercules Education Foundation

Board Meeting Agenda 6:00 PM January 9, 2025

- A.1 Welcome; Call to Order: Sarah Creeley called the meeting to order at 6 PM
- A.2 Roll Call: Sarah, Don, Connor, Lynda, Sylvia, Maddie (virtual), Jamela (virtual), guest Carole Peters.
- A.3 Approval of Agenda: Sarah moved agenda approval. Kim seconded agenda. All were in favor. 7-0.
- A.4 Approval of November minutes: Sylvia moved to approve the minutes. Sarah seconded the motion. All were in favor. 7-0

B. Financials -

Bank Balances as of 12/31//24:

WF Checking: \$5,813.04

WF Savings: \$5,599.47

Mechanics Savings: \$20,172.14

U.S. Bank savings: \$30,000

PayPal Giving Fund: \$1,400 pending (Run sponsorship \$1000, \$400 William Creeley donation)

C. New Business

C1. Tax Filings for 2024 - Sylvia has a phone appointment in February with Marge for taxes. We need to list officers with times, 3 projects/mission, and any donations over \$5000.

C2.

A. Taxes Form 1099-NEC for nonemployee compensation Sylvia will check if we need to submit this form.

B. raffle report Raffle report needs to be done and filed by Jan 31 and we need to file the registration for raffle for Bottles & Bites.

C3. Teacher Grant Applications: (update on Mrs. Hague grant, field trip fees) Sylvia moved to approve these grants. Sarah seconded the grants. All were in favor 7-0. Motion passed.

11/15 Mrs. Hernandez, Hercules High School, Teacher's Discovery Gift Card for Voces Digital \$400

11/17 Ms. Calaguio, Hercules High School, SEL/sensory area \$400

12/1 Ms. Nontha, Hanna Ranch, standing desk/chromebook \$375

12/11 Ms. Lazaga, Hanna Ranch, Steam Materials for Hands On Learning \$400

12/11 Ms. Hughes, Hanna Ranch, Hands on Learning, \$400

12/29 Mr. Valdez, Hanna Ranch, ipads for kindergarten \$400

01/08 Mrs. English Lupine Hills, Overnight Field Trip Chabot, \$400

01/09/08 Ms. Benavidez, Lupine Hills, Overnight Field Trip, \$400

C4. DonorsChoose Update: 12/2 project funded: Ms. Mirandilla, Ohlone, \$321.

12/3 projects funded: Mrs Biln, HHS, \$315.65, Ms. Herring, HHS, \$240.57, Mrs. Barron, HMS, \$210.56

\$5,319.35 for 24 projects in the calendar year given to DonorsChoose

C5. Bottles and Bites March 30th - Bottles and Bites \$50, Sylvia will order tickets, Goal is to sell 10 or more each, reach out for gift certificates, silent auction, and caterers/restaurants.

C6. Bank savings options with higher interest rates - **\$900 is for U.S. Bank. Mechanics can convert current account to money market account for higher interest.**

C7. Financial committee - tabled until next meeting.

D. Old Business

D1. Social media - Bottles & Bites will be the push/focus between now and March.

D2. City of Hercules City Tree Lighting Sunday December 1 - Sarah felt crafts went well.

E. Good of the Order: **Description of each director job. Each person lists out their duties.**

F. Upcoming Events:

Feb 2nd Lunar New Year event table with Snake Craft/stickers - set up 11:30

March 30 Bottles & Bites

Grant deadline March 1st

G. Adjournment: 7:08 by Sarah Creeley

Next Meeting: March 13, 2025