**Hercules Education Foundation**

**Board Meeting Agenda**

**March 9, 2023 - Meeting Agenda**

**Via Zoom**

1. **Opening Procedures**

 A.1  Welcome; Call to Order:   Sarah Creeley called the meeting to order at 7:01 PM

 A.2  Roll Call:  Sarah Creeley, Kim Dauer-Sargentini, Maddie Yuen, Alex Walker-Griffin, Donald Kuehne, Sylvia Villa-Serrano, Jamela Smith-Folds

       A.3  Approval of Agenda:  Sarah approved agenda approval, Alex seconded. All were in favor.

 A.4  Approval of Minutes:  Alex moved to approve the minutes and Sarah seconded it. All were in favor.

 B.   **Financials**

   Bank Balances as of

WF Checking:  $12,070.97

 WF Savings:  $5,591.77

 Mechanics Savings: $20,168.11

                                Paypal Account: $0

**C.  Old Business**

C1.  HEF Postcard  (Sylvia) Postcards are done. We have 5,000. We can give to schools to distribute.

                C2. SW Ticket Grants  (Maddie)  All tickets have been gifted.

      C3. Tax Filings for 2022  - Sylvia obtained a P&L statement

 Profits:

 Expenses: $27,000 for grants $25,000 fundraiser expenses

 Admin overhead

                       Need to file with IRS and Attorney General’s Office

 Raffle reporting: got a postcard 2022 wasn’t received. Sylvia sent another copy overnight mail.

 Raffle Registration is confirmed through 12/2023

              C4.   Annual Review of Conflict of Interest – one signature remaining.

C5. Director Roles and Responsibilities (Don) : List of key responsibilities for directors to support the mission of HEF.

**D.    New Business**

               D1.   Grant Applications (Don)  4 new applications received:

1. Ipad cases by Keith Valdez kindergarten Hanna Ranch($400)
2. Student Incentives for the Learning Center Ms. Tiana Hughes $400 Hanna Ranch
3. Jeanie Hedeen kindergarten Stem it Up $400, Hanna Ranch
4. Marc Landrum 4th grade Class Library Hanna Ranch $400

Sylvia moved to approve grants and Alex seconded the motion. All were in favor. Motion passed.

              D2.   Donor’s Choose Projects : Current projects with matching grants:

1. Ms. Melanie Ly Hercules High School “Oh the Places You’ll Go” $432
2. Dean Grecco Hercules High School It’s about Playing Catch & Throwing Strikes $307
3. Ms Emerald Levitt Influence on Music and Dance $176

Sylvia moved approval of funding these 3 projects with matching funds and Kim seconded the motion. All were in favor. Motion passed.

 D3. Bottles and Bites : Ticket sales: Maddie (10), Angel (8), Kim (14), Jamela (3),

Sign up will go out. We still need gift cards for auction or raffle. Set up on Saturday at 2 pm. We currently have 25 items for auction. We need more food vendors.

**E.   Events / Fundraisers**

             March 26th  Bottles & Bites

             June 4th  Hercules Cultural Festival

             August 1st  National Night Out

             October 1st  Bay Front Run & Festival

 **F.  Agenda additions:  none**

**G.  Adjournment:   Meeting adjourned at 8:34**

**NEXT MEETING:  Thursday May 11, 2023**