



Minutes

HP Gives a Hoot Committee Meeting

10/10/17 **7-8pm** **Boro Hall, Lower Level Conference room**

Meeting called by **Michael Buchman, Chair**

Type of meeting **Regular Meeting**

Attendees **Michael Buchman, Sylvia Hove, Eva Love, Evelyn Sedehi, Marilyn Pruce**

Conference Call **Monica Jackson**

Council Liaison **Matt Hersh**

1. Call to order
2. Approve Minutes of 9/14
3. BOE recognition of Hoot -MB
4. Finance reporting status – MB-- See below
5. Arts Fair report -- MB
6. Mentoring update – MB -- See attached
7. Adding to our volunteer lists for collections and supervision of lunch
8. Collection opportunity- Downtown Menorah Lighting Dec 12
9. Status of solicitation letter from Mayor (Stacy Kaplan)
10. Car wash update? -- SH
11. Distribution of Vouchers at Reform Church using volunteers?
12. Survey client families – how?
13. Winter Holiday Lunch Program
 - a. Food source - MJ
 - b. Staffing
 - c. Promotion to Families
14. New Business
15. Next Meeting
16. Adjourn

Financial Report – Not updated

Expenses through 9/8/175880

Lunches, total	\$1000.00	(250 lunches @ \$4)
Summer Camp Scholarships	\$2880.00	(10 campers for 4 weeks)
HPHS-run peer mentorships	\$2000.00	(20 student mentor stipends x \$100.00)
Note 10/10/17: \$2000 for mentorships have not yet been distributed- future expense.		
Balance 9/8/17		\$4042.40 (+~\$700 to be posted)

2017 est expenditures thru 12/31		\$1600.00
Lunches, total	\$1600.00	(400 lunches @ \$4)

Est. Balance 12/31/17	\$2442.40
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2018 Expenditures Goal, Proposed	\$11,760.00
Lunches, total	\$4000.00 (1000 lunches @ \$4)
Summer Camp Scholarships	\$5760.00 (20 campers for 4 weeks)
HPHS-run peer mentorships	\$2000.00 (20 student mentor stipends x \$100.00)

Q4 '17- Q4 '18 Funding Target	\$9328.00
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1. Minutes from 9/14/17 meeting accepted
2. New financial report will be provided next meeting due to Personnel changes with the Borough. Nerea Fontaine recently hired to the Borough Finance Department.
3. HP Gives a Hoot was recognized for its work at the last HP Board of Education meeting. Mike read his remarks from that meeting.
4. Art Fair Report: We received contributions totaling \$491. Thank you to all who sat at the table and walked around asking for donations. Lessons learned for the future: an awning is needed for shade for our table, we should request a table on the shady side of the street closer to the middle of the Fair, and Sylvia's idea of asking the vendors to contribute was successful and should be repeated.
5. Mentoring Update: Mike met with the high school Mike Lassiter and Elizabeth Asamoah. Eight students have expressed an interest in being mentors. Below are notes from that meeting. Mike B will schedule a follow up meeting with the high school early in November.
 - The mentorship program aims to improve academic and social success through peer support and practical guidance
 - 40% of the freshman class consists of legally documented special needs students (504 plans, IEPs, I&RS plans)**. That's 40-50 students.
 - our mentoring program will address some of these students
 - the school also addresses the needs of at-risk students through a teacher-coach program and the Teen Center (staffed by mental health clinicians and interns from RU's Doctor of Psychology program.
 - mentors will be selected next week among juniors and seniors applying. Interviews of candidates to be scheduled.
 - mentees will be recruited among freshmen with promising leadership skills and among students in need of special guidance as identified by the freshman faculty team. The mentee group will therefore appear to be what is intended: a leadership training and support program.
 - mentors will be assigned 2 mentees each
 - a meeting of the full group to plan the year will be held in October; a group project is a possibility
 - mentors and mentees will meet regularly (2x/month) during 1st period, which has few scheduled classes
 - mentors and staff coaches can also touch base at monthly class meeting
 - Success will be judged by the grades and extracurricular participation of mentees.
 - Mentor certificates and \$100 stipends will be presented in May.
 - Michael Buchman (Hoot chair) may participate in interviews of mentors, group meetings, etc, depending on the opportunity.
6. Status of Solicitation letter from Mayor: Mayor had Stacy prepare a letter and a student intern is working on the mailing. It will go out in the next few weeks.
7. Promotion of Hoot Lunch Program: Nixle through the Borough, Paperless through the schools, a paper flyer went home over the summer to families who get free/reduced lunch, Facebook page; Twelve lunches were served each day on the September days.
8. Car wash update: An insurance certificate will be needed from the Borough. The event has been moved to the spring. Sylvia will update the Committee when she has the information.
9. Distribution of vouchers: Discussion about the need for vouchers to be distributed at all and if so, by whom and where. Questions raised: Is the current system degrading to families having to pick up and hand in a voucher? If its purpose is record keeping, then can someone at the site keep a tally of numbers? Is the two-step process (going to Borough Hall to get a voucher and then to Global Grace) a deterrent to families to access the lunch? Matt will check on how students in the schools get their lunches, using a card or a PIN, and if is that an option for our program.



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10. Winter holiday lunch program: Source of food: last year we used Elijah's Promise and bought pizza a couple of days. Discussion about using the Senior Center kitchen to cook. Matt will check on issues related to that idea. Suggestion that sandwiches purchased at Stop N Shop or somewhere else in town be served.
11. Kid-friendly food: Can Global Grace make food options that are more kid-friendly? What do kids like to eat? Sylvia will work with Monica on a simple survey to give to voucher recipients at the November 9th distribution.
12. Survey Client Families: Eva and Evelyn will work on the draft of a survey to get parent input for the Lunch program. Paper mailing preferred by the group. Should it go to all families with children in the schools, all homes in HP, or just to families eligible for free/reduced lunch? Wider distribution was preferred, as it would increase familiarity of what HP Gives a Hoot does and maybe help with donations and getting volunteers in the future.
13. All volunteers need to submit forms for a background check. Evelyn gave these out and encouraged them to be returned as soon as possible.
14. Bruce Grossman, Chiropractor, as offered to put a donation container in his office and match all donations. Mike will follow up with him.
15. Next meeting on Monday 11/13/17: Get collectors for December 12th Menorah Lighting and people to staff winter lunch program
16. Adjourned 8:19 PM

Action Item	Who	Due	Status
Share Mayor's solicitation letter with Hoot Committee	Monica	10/17	
Schedule Follow-up mentor program meeting with Lassiter and Asamoah	Mike		
Ask Business Administrator about how students get free/reduced lunches in the schools	Matt		
Check on viability of using kitchen facilities at the Senior Center	Matt		
Make and distribute a simple food survey for children	Sylvia and Monica	Before Nov. 9th	
Develop a draft of a family survey	Eva and Evelyn		
Follow up with Bruce Grossman	Mike		
Ask Jim about the number of vouchers that were submitted	Mike		

Adjournment

There being no further business, the meeting was adjourned at 8:15 PM
Respectfully submitted,

Marilyn Pruce
Secretary