



Minutes

HP Gives a Hoot Committee Meeting

1/12/21 7:30 Held over zoom conferencing

Meeting called by Michael Buchman, Chair

Type of meeting Regular Meeting

Attendees Michael Buchman, Marilyn Pruce, Evelyn Sedehi, Tara Canavera

Minutes

1. Meeting was called to order at 7:32 PM. All participants were on a zoom call because of the need for physical distancing due to the Covid-19 situation.
2. Tara was welcomed as HP Gives a Hoot's Town Council representative. Mike shared with her a brief history of the work of this committee
3. Update on 501c3 status since last agenda.
The Mayor assigned Harry Glazer to look into the issue. Mike spoke with Harry and explained that CFPNJ (the Hillside food distributor) needed us to be a 501c3 to do business with us.. Also, that Dunkin Donuts Corporate and Stop and Shop Corporate required that designation to give grants. Harry will pursue the issue with others.
4. Food distribution is running smoothly. Monica and Ashton have arranged for regular purchases from the local Stop and Shop directly by the Borough. Projected expenditures: Monica and Ashton will come up with an estimate of cost of purchased food. Currently, 25-30 families are being provided groceries each week.
5. Finance Report:

	12/8/2020	1/12/2021
Current Total Balance of the account:	\$20,794.18	\$26,775.02
Remaining Balance of the Fire Relief Fund*	5,321.00	5,321.00
Anticipated Summer Camp (20 campers) for 2020**		
Anticipated Global Grace costs -12/31/20***		
Adjustment removing credited Mayor's Event (suspended) donation	3000	3000
Available Gives a Hoot Fund:	12,473.18	18,454.02
● *Using the Fire Fund	17,794.18	23,775.02

- The current total balance reflects anticipated donation from the Mayor's event, new donations, less reimbursed expenses for the Teen Center grocery distribution.



Minutes

- *Asterisked balance shows available funds if we used the fire fund.
6. New Business: *Discussion of expanding list of donors by reviewing list of those that received the Mayor’s letter in December and sending letter out to new individuals.
 - *Discussion of drafting our own ‘thank you’ letter to those who donated following the Mayor’s letter.
 - *Discussion of continuing efforts to reach out to schools to offer food support to those in need.
 - *Discussion of current lunch program provided by the district each day. Consideration of more convenient distribution times and locations. It is distributed in the middle of the day now. It had been distributed in the morning in the past.
 7. Next HP Gives a Hoot meeting will be on 2/9/21. We will be holding that in a video format, on Zoom.
 8. Meeting was adjourned at 8:15 PM.

Action Item	Who	Due	Status
Get list of people who received Mayor’s letter and copy of her thank you letter	Mike/Monica		
Draft Hoot thank you letter	Evelyn		
Outreach to nurses at Irving, Middle and High School	Tara		
Spanish translation of updated Hoot flyer	Mike		
Look into township lunch program to consider suggesting another time or location	Tara, Mike		
Update our Mission Statement	Committee		

Respectfully submitted,

Marilyn Pruce
Secretary