



# Minutes

## HP Gives a Hoot Committee Meeting

**3/9/21 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 7:31 PM. All participants were on a zoom call because of the need for physical distancing due to the Covid-19 situation.
2. Update on 501c3 status since last meeting: After various discussions with the Borough and the HP Food Pantry, it is looking like the difficulty of the process may stop us from pursuing it. Mike and Tara will be meeting with the Mayor to discuss this further on March 24<sup>th</sup>.
3. Food distribution is running smoothly. Currently, 25-30 families are being provided groceries each week. Monica reports February's food purchases as \$477.84.
1. Summer Camp: The recreation department will soon announce its summer camp program. Monica will then renew soliciting applications for Scholarships to the Borough's Summer Camp. We will award up to 20 scholarships at about \$320 each, or about \$6400. If there is a strong response to the solicitation, we will consider offering more scholarships.

### 4. Finance Report:

	1/12/2021	2/9/2021	3/8/2021
Current Total Balance of the account:	\$20,794.18	\$30,421.06	\$30,942.22
Remaining Balance of the Fire Relief Fund*	5,321.00	5,321.00	5,321.00
Est Summer Camp (20 campers) for year**	6,400.00	6,400.00	6,400.00



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Est Global Grace costs for year***	0	0	0
Less Mayor's Event donation	3000	3000	3000
<b>Available Gives a Hoot Fund</b>	<b>6,073.18</b>	<b>15,700.06</b>	<b>16,221.22</b>
*Using the Fire Fund	11,394.18	21,021.06	21,542.22
**Excluding Summer Camp	12,473.18	22,100.06	22,621.22
***Excluding Global Grace	6,073.18	15,700.06	16,221.22
<b>Available Gives a Hoot Fund ( above)</b>	<b>6,073.18</b>	<b>15,700.06</b>	<b>16,221.22</b>
Est Purchases (\$500/month)	6,000.00	5,500.00	5,000.00
Est end-or-year bal. (without donations)	73.18	10,200.06	11,221.22

Old Business: The Action Items listed below reflect the continued work that is needed on expanding our donor list, drafting a follow up letter to donors, finding ways to offer food support to those in need, and updating our website, Facebook page and mission statement.

- a. Review of update letter to donors. Mike
- b. Motion to forward to the Mayor's office for review. Mike
- c. Updating donor list. Mike
- d. Updating Hoot Flier. Marilyn
- e. Translating updated flier into Spanish. Marilyn
- f. Distributing flier through schools Marilyn
- g. Request school stats on # qualifying for free and reduced lunch (to anticipate demand for Hoot services). Tara
- h. Update our Mission statement.
- i. Update our website and Facebook content to reflect Mission statement and flier.
- j. Get complete Hoot usage counts. Ashton says some clients are served outside the Tuesday morning distribution.



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5. New Business: Next HP Gives a Hoot meeting will be on 4/13//21 at 7:30pm. We will be holding that in a video format, on Zoom.
6. Meeting was adjourned at 8:16 PM.

Action Item	Who	Due	Status
Share names and addresses of additional potential donors with Monica Contact Monica to determine the format needed to add names	Mike/Evelyn/others on the Committee Marilyn		
Outreach to Business Office to see if they would share flyer with families on free & reduced lunch	Tara		
Spanish translation of updated Hoot flyer	Marilyn, Monica		
Get numbers of families currently using the township lunch program.	Tara, Mike		
Update our Mission Statement/website send ideas to Evelyn	Mike/Committee		

Respectfully submitted,

Marilyn Pruce  
Secretary