



# Agenda

## HP Gives a Hoot Committee Meeting

**8/10/21 7:30 Held over zoom conferencing**

**Meeting called by Michael Buchman, Chair**

**Type of meeting Regular Meeting**

### Attendees

### Agenda

1. Call to order
2. Finance Report:

	6/8/2021	7/13/2021	8/10/2021
<b>Current Total Balance of the account:</b>	\$31,801.46	\$32,093.92	\$31,164.58
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
Est Global Grace costs for year***	0	0	0
Less Mayor's Event donation	3000	3000	3000
		523.56	523.56
<b>Available Gives a Hoot Fund</b>	<b>17,080.46</b>	<b>16,849.36</b>	<b>15,920.02</b>
*Using the Fire Fund	22,401.46	22,170.36	21,241.02
**Excluding Summer Camp	23,480.46	23,249.36	22,320.02
***Excluding Global Grace	17,080.46	16,849.36	15,920.02
<b>Available Gives a Hoot Fund ( above)</b>	<b>17,080.46</b>	<b>16,849.36</b>	<b>15,920.02</b>
Est Purchases (\$500/month)	3,500.00	3,000.00	2,500.00
Est end-or-year bal. (without donations)	<b>12,705.58</b>	<b>13,580.46</b>	<b>14,372.92</b>



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- The current total balance reflects anticipated donation from the Mayor's event, new donations, less reimbursed expenses for the Teen Center grocery distribution.
  - \*Asterisked balance shows available funds if we used excluded amounts.
3. **Food distribution is running smoothly.** Monica reported June grocery purchases totaled \$505.78.
  4. **Summer Camp:** We will award up to 20 scholarships at about \$320 each, or \$6400. A private donor has offered to pay for any other applicants.
  5. **Grant for storage units.** Storage unit are being put to good use in the Teen Center. Monica awaits a signed "bill" from Feeding Middlesex County to return the unspent balance of the \$2000 grant (523.57) per grant requirements.
  6. **Refrigerator Purchase.** On August 3, Mike Buchman asked Michael Wieczorkiewicz, HP Superintendent of public works to purchase one (1) Samsung RT21M6213SR Top freezer refrigerator with NO ice maker. The product (33" wide) will easily fit on the wall in the Teen Center with the lockable cabinets. Online price \$989. They say rebates up to \$50 are available. Reminder email sent 8/9.
  7. **Donor List.** Evelyn, Kamara, and Mike met to discuss the format of the donor spreadsheet. Kamara is updating it. The list is solely Hoot's, according to Monica, and need not be coordinated with the Mayor. We'll double check before the Mayor's solicitation letter is finalized.  
Kamara: Status?
  8. **Status of update letter to donors.** When Harry drafts the Mayor's solicitation letter for Hoot in the fall, we'll incorporate ideas from Mike's draft.
  9. **Door hanger distribution.** Miriam Lefkowitz of the FP has the printed door hangers and will be reimbursed for printing costs (\$266.56), half (133.28) by the FP and half by Hoot. Marilyn Pruce and Miriam will follow up on distribution through Public Works and they will consider how apartment residents will get the hangers
  10. **Flier Distribution.** After the flier is translated, we should consider distributing it through the schools towards the beginning of the school year. .  
Marilyn, timing of distribution of hanger and flier?
  11. **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. Update our website and Facebook content to reflect Mission statement and flier.



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12. New Business:

13. Next HP Gives a Hoot meeting will be on 8/10/21 at 7:30pm We will be holding that in a video format, on Zoom.

Action Item	Who	Due	Status
Share names and addresses of additional potential donors with committee volunteer who will determine the format needed to add names	Mike/Evelyn/others on the Committee  Marilyn		Tbd
Translate Flier	Marilyn		
Update our Mission Statement and other info on our website and Facebook page. Get How to Donate at the top of the pages	Mike/Committee		The Committee approved the updated Mission Statement, which was given to the Mayor by Tara week of May 10 for her approval.



# Can we help you make dinner?

**Highland Park Gives a Hoot** offers **FREE GROCERIES** to Highland Park families in need of support.

No sign-up. No questions asked.

**Where: "Zone 6," HP Teen Center, 600 Benner Street**

**When: Tuesday mornings 10:00 a.m. - 11:00 a.m.**

*Please check the [Highland Park Teen Center Facebook page](#) for unscheduled closings.*

Contact Michael Buchman, HP Gives a Hoot Chairman, [michael.buchman.mb@gmail.com](mailto:michael.buchman.mb@gmail.com)  
& follow us on Facebook at [www.facebook.com/hpgivesahoot/](http://www.facebook.com/hpgivesahoot/)

## **ALSO...**

### **Visit the Highland Park Community Food Pantry.**

Community Center, 220 South 6th Ave, Highland Park, NJ

2<sup>nd</sup> & 4<sup>th</sup> Thursday of each month, 9-10:45 a.m. and 6-7 p.m.

Saturdays following the 2<sup>nd</sup> & 4<sup>th</sup> Thursday of each month, 9:30-10:30 a.m.

*[For Food Pantry updates see](#)*

*<https://www.hpboro.com/government/boards-commissions/community-food-pantry>*