



Minutes

HP Gives a Hoot Committee Meeting

9/14/21 7:30 Held over zoom conferencing

Meeting called by Michael Buchman, Chair

Type of meeting Regular Meeting

Attendees Michael Buchman, Kamara Umbeugh, Evelyn Sedehi, Marilyn Pruce

The meeting came to order at 7:33 pm on Zoom.

1. The finance report was reviewed.

	7/13/2021	8/10/2021	9/14/2021
Current Total Balance of the account:	\$32,093.92	\$31,164.58	25,563.28
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	0.00
Est Global Grace costs for year***	0	0	0
Less Mayor's Event donation	3000	3000	3000
Refund to Feeding Middlesex County	523.56	523.56	523.56
Available Gives a Hoot Fund	16,849.36	15,920.02	16,718.72
*Using the Fire Fund	22,170.36	21,241.02	22,039.72
**Excluding Summer Camp	23,249.36	22,320.02	16,718.72
***Excluding Global Grace	16,849.36	15,920.02	16,718.72
Available Gives a Hoot Fund (above)	16,849.36	15,920.02	16,718.72



Minutes

	7/13/2021	8/10/2021	9/14/2021
Est Purchases (\$500/month)	3,000.00	2,500.00	2,000.00
Est end-or-year bal. (without donations)	13,849.36	13,420.02	14,718.72

2. Food distribution is running smoothly. Monica reported June grocery purchases totaled 916.34
3. Refrigerator purchased and installed in Teen Center. Cost \$678
4. Summer Camp: Our total payment to the Rec Dept was \$5200 based on actual usage. Not all scholarships were used in full.
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. There is a need for additional Replenish (McFoods) drivers. Evelyn offered to be one of the drivers.
7. Donor List. We've been sending on information about donors and donations to Kamara who has been maintaining our list. Kamara reported on status of the list.
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. Marilyn and Miriam Lefkowitz of FP are handling this. DPW will be distributing the hang tags in the coming weeks to all homes in Highland Park. Volunteers will be going door to door in apartment complexes. More volunteers are needed to complete this project. Suggestion was made to see if Ashton can get anyone from the Teen Center to help.
10. Flier Distribution. After the flier is translated, we will distribute through the school and other channels at the end of October. Mike will locate the flyer and Marilyn will get it translated in the coming weeks.
11. A new meeting day was discussed as this one conflicts with Town Council meetings and our Boro liaison and the Mayor could join us if we met at a different time. It was decided that we'd try to change our meeting time to Wednesday evening. Mike will check on this.
12. Fundraiser promotion: The Middlesex Black-Jewish Coalition is holding an Open Mic Night at Pinot's Oct 3 (Sunday) from 5 to 7. Suggested entrance \$15. Ideas for promotion were discussed.

Old Business:

Mission Statement: Need to locate that most recent one that was approved and share it with the committee.

Facebook page: Needs to be updated, including the profile picture and mission statement. Mike will speak with person the Food Pantry Committee who updates their Facebook page.

New Business: None

The meeting was adjourned at 8:14 pm

Action Item	Who	Due	Status
Locate and share updated Mission Statement	Mike		
Speak with Food Pantry person about updating our Facebook page	Mike		
Locate and get flyer translated	Mike		



Minutes

	Marilyn		
Get approval for new meeting day & time	Mike		

Respectfully submitted,

Marilyn Pruce
Secretary