**Hillsdale Community Foundation Regular Board Meeting**

**April 24, 2023**

**Video conference call**

Directors Present: Amy Houchen, Dick Hausken (treasurer), Jessica Kaplan, Jennifer Bonas, Leila Ortega

Directors Absent: n/a

Director Emeritus Present: Rick Seifert, Michael Reunert

# Meeting Minutes

# Minutes approved for February and March meetings.

# Treasurer’s Report

The April finance report was shared; no activity except T-Shirt purchases and $2520 in donations to the HAT Fund (through Mike Ponder's Birthday request). Dick will file the tax report and the Oregon Dept of Justice non-profit report in May.

**Book Sale (7/23/23)**

Dick: Key Bank is being remodeled; unsure if it would be available for use as a storage/prep site for the sale. Rick has a contact via Farmer’s Market to borrow tables and tents. 90% of books come in at Farmer’s Market during June/July. May need cardboard boxes. Will plan to pass out bookmarks at Farmer’s Market to prompt donations and advertise Amy volunteered to do this).

Jessica: Vietnam Vet Assoc has a Portland branch and will pick up books (they schedule with a 3rd party contractor; she will call them re: capacity). Portland Books for Prisoners also takes books; Jessica can deliver books to them.

Dick: Will need volunteers for book sale to sort books (before the sale) and put up tables/bring books out (day of sale).

Rick: Suggested asking Basics re: borrowing carts and asking printer re: donating bookmarks/signs.

**Summer Free for All (SFFA)**

Jenn: The 2023 deadline for applying has passed. I signed up to receive future emails re: the program and got a response from my email to the the Coordinator. It’s a Portland Parks & Rec program. Can request either a movie or concert at a specific park in Hillsdale. The 2023 Community Contribution to host an event is $1,000. Direct onsite fundraising is not allowed. Can request top three music genres (or specific bands) for concert/performances and top three movie choices (SFFA makes final determination). Events are open to the general public. SFFA obtains licenses and permits. They also provide staff for setup/tear-down, food vendors, Portapotties, trash collection/pick-up, technical set-up, signage and promotion. HCF could have up to 5 tabling spots (for us and other local orgs/partners); we’d need to provide our own tables/tents. We could also address the crowd from a mic during event. Hosts are encouraged to offer onsite activities to enhance the event (arts/crafts, neighborhood potluck, field games, etc.). Start time is 6:30 for concerts, 7:30 for movies. I scheduled a personal reminder to bring it up for discussion in February of 2024 so we can get an application in.

**Hillsdale Farmer’s Market**

Dick: The bottom line is that they need money to operate the market and we cannot provide that, according to our mission and tax regulations. If there are specific needs that fall under the charitable guidelines, we ask that they please come back to us with a specific request.

The group voted to send a letter saying that we can’t do it; Amy will follow up.

**Holiday Market**

Jessica: Nothing new; requested assistance; Leila offered to help brainstorm.

**Board Recruitment**

Jenn: No contacts from anyone that verbalized interest at Farmer’s Market. Will post on social media.

Jessica: No emails received via HCF website.

**Concerts**

Amy: Will check with the person who manages the concert schedule.

**Mural**

Leila: Will post on social media to obtain input.

The meeting was adjourned at 7:41?pm.

**Next Meeting**—May 22 at 7 pm