

**Penn Manor Education Foundation Minutes**  
**October 5, 2017**

President Pat Kline called the meeting of the Penn Manor Education Foundation Board to order at 7:30 a.m. in the Board Room at Manor Middle. In attendance were the following: Anne Carroll, Matt Blank, Joe Herman, Paula Howard, Robin Jeffers, Jeff Kirk, Pat Kline, Mike Leichliter, Jan Mindish, Don Mowery, Nicki Nafziger, Tracy Seiger, Michelle Shaub, Carole Shellenberger, Eric Warfel, and Kevin Weber.

**President's Comments:** Pat introduced two members of the Class of '67 which had conducted a silent auction at their recent 50<sup>th</sup> class reunion. Mike Wilds and Dave Nair presented PMEF with a donation of the proceeds of that auction. In accepting the check for \$600.00, Pat expressed our gratitude. Anne also thanked them for sharing our materials with their class members at the different reunion activities. --Pat also called upon Nominating Committee Chair Jeff Kirk to report on the progress of finding a candidate to replace Michelle when she moves. Jeff explained that we have had a recommendation from Frank Geist. Rick Myers is a Navy retiree and PM Alumnus of the Class of '63. We will vote at the November meeting.

**Minutes:** The minutes of last month's meeting were approved by the passage of a Nafziger/Jeffers motion 14-0. Last month's minutes will now be sent to those on our list who are not on the Board.

**Finance Committee/Finance Report:** Don presented the printed report and reviewed the balance sheet, Profit and Loss Previous Year Comparison, and the expenditures. Our assets fall just short of the \$2 million mark at \$1.99 million. Our big activity of the month was the annual dinner which raised just over \$10,000. The total is less than last year, but it was a different experience. We did have \$32,000 in total revenue this month. A Blank/Howard motion to approve the September expenditures and the October Finance Report was approved 14-0.

**Executive Director's Report:** Anne distributed a list of the committees and their respective members and asked that we make any changes and initial our involvement. She mentioned that we will need a co-chair for the Scholarship Committee. --Staff Venture Grant applications continue to come in. We will have one cycle of awards with the due date for applications on October 20.

**Marketing Committee:** Tracy reported that the Teacher Incentive gifts—the 20<sup>th</sup> Anniversary mugs—have been delivered.

--The Fall newsletter is on track to be out in October.

--We have made connections to have ads in the basketball and fall play programs.

--Tracy thanked Nicki for the work she did at the Homecoming game.

--The ExtraGive Happy Hour will be on November 17 at Bert's Bottle Shop from 4-7. Anne reminded everyone that we really want to reach out to new donors with this project.

The next meeting of the Marketing Committee will be on October 12 at 7:30 at the GSC.

**Development Committee:** Pat thanked Kevin for agreeing to be the By-Laws Committee Chair. --EITC is still at \$3000. The State Budget problems are having an impact on some of the businesses connecting with the program. Good numbers are still coming in from the Community; although, tracking community donations has become a little more difficult with new designations. He thanked Paula and Joe again for all their work on the Annual Campaign. The staff donations are virtually the

same as last year, about \$18,000.

--Pat thanked Jerissa and Matt for all their work on the annual dinner. He also thanked People's Bank for their generous sponsorship.

--Pat happily shared the news that The Lucky Dog Café will donate to the Foundation a portion of the proceeds from the sales of NFL Burger Specials all day Sundays and Monday evenings during the pro football season. We have a few dates set aside for Board members to meet to support the Lucky Dog's generous offer. Come out around 6:00 on October 8, 16, and/or 23. Do try to let Pat know you are coming, so he can have enough seats set aside for everyone.

--We are planning another fundraiser for Strong and Healthy Families at Copper Hill. The PMEF "Spirit Night" has been tentatively set for Wednesday, January 24.

--The new brochures for the Legacy program should be finished this month. Six donors will be highlighted in the materials as well as in the *Focus*.

The next Development meeting will be on October 19 at 7:30 a.m. at the GSC.

**Superintendent's Report:** Dr. Mike explained the taping on the floor of the Conference Room signals the updating of the room. He commented on how well Homecoming went and how the Fall Season is progressing! They are still working on preparation for renovating the high school.

**Supplemental Reports:**

**Alumni--**Nicki reminded everyone that there will be a Happy Hour for alumni on October 7 at Copper Hill.

The next Board meeting will be on Thursday, November 2, 2017 at 7:30 a.m. in the Penn Manor Board Room.

A Blank/Weber motion to adjourn passed 14-0. The meeting adjourned at 8:12 a.m.

Respectfully submitted,

Carole H. Shellenberger  
Recording Secretary