

Penn Manor Education Foundation Minutes
September 7, 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, Nicki Nafziger, Tracy Seiger, Michelle Shaub, Carole Shellenberger, Brian Wallace, Eric Warfel, and Kevin Weber.

President's Comments: Pat reminded us that Board pledges are due, emphasizing that having 100% Board participation is more desirable than the amount of the donation.

Minutes: The minutes of last month's meeting were approved by the passage of a Nafziger/Howard motion 12-0. Last month's minutes will now be sent to those on our list who are not on the Board.

Finance Committee/Finance Report: Standing in for Don, Pat presented the printed report and reviewed the balance sheet, Profit and Loss Previous Year Comparison, and the expenditures. A Blank/Nafziger motion to approve the August expenditures and the September Finance Report was approved 12-0.

Executive Director's Report: Anne shared news of an unexpected \$5,000 donation from the Class of 2017 who would like to establish a scholarship. Anne will work with class advisors on the details.
--Staff Venture Grant applications have begun to come in. We will have one cycle of awards with the due date for applications on October 20.
--Anne is looking to "refreshing" the role of our Faculty Reps., perhaps to make them more like ambassadors for the Foundation.

Marketing Committee: Tracy reported that Opening Day went well. Anne showed us a sample of the mug that is our incentive gift. Copper Hill has also donated gift certificates for staff donors at different levels.

--The quilt raffle ticket sales are going well. We will choose the winner at the Annual Fundraiser Dinner where it will be displayed.

--Anne attended a meeting to prepare to be part of ExtraOrdinary Give on November 17. They emphasized that the purpose of the campaign is to attract new donors; Anne asked that we encourage our friends, especially out-of-towners to become part of our circle of donors. We can also include a business match piece if we have one. Eric asked if the business match will be tied to certain time slots. Anne thinks that it will. She learned, too, that our logo can be imbedded with ExtraGive logo for marketing purposes. There will be two "Give Mobiles," and we will sign up for a visit if one comes near us. Our Happy Hour will be at Bert's Bottle Shop.

--The Fall newsletter will be out in October.

--We will have a tent at Homecoming on September 29. We discussed how we can have a presence on different classes' social media.

The next meeting of the Marketing Committee will be on September 14 at 7:30 a.m. at GSC.

Development Committee: Pat asked Matt to update us on the Dinner. Matt referred to an email that Jerissa had sent that said we have 170 tickets sold. September 9 is the online deadline to purchase tickets. Many thanks should go to our sponsors, especially People's Bank, Kegel Kelin Almy and Lord, Good Spirits of Lancaster, and Special Occasions and Queen Street Linens. Carole sent around the list of raffles and auction items that we have so far and asked everyone to finalize donations as soon as

possible. Matt acknowledged that Jerissa has really done so much work for the dinner and deserves all the credit we can give her. He suggested that someone should acknowledge her work at the Dinner.

--Pat then distributed a list of some Long Term goals for our consideration. It is time we think about obtaining endowments that aren't scholarships. For example, Legacy would be a good way to go. He asked us to be thinking of people we could speak to who might have room for us in their estate plans. Don Stewart and Jeff Kirk already have the beginnings of a list.

--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.

The next Development meeting will be on September 21 at 7:30 a.m. at the GSC.

Supplemental Reports:

Alumni--Nicki announced that there will be a Happy Hour for alumni on October 7 at Copper Hill. She asked that we also share PMAA events on group Facebook pages. Also inspired by kids in need, the Alumni Association is in talks with the District about helping those who might need some help with breakfast and lunch.

Anne also drew our attention to the new table cards represented on the back of the agenda.

The next Board meeting will be on Thursday, October 5, 2017 in the Penn Manor Board Room.

A Blank/Nafziger motion to adjourn passed 12-0. The meeting adjourned at 8:22.

Respectfully submitted,

Carole H. Shellenberger
Recording Secretary