

**Penn Manor Education Foundation Minutes**  
**May 3, 2018**

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: Matt Blank, Kathy Fish, Joe Herman, Robin Jeffers, Jeff Kirk, Pat Kline, Rich Meyers, Jan Mindish, Don Mowery, Nicki Nafziger, Tracy Seiger, Carole Shellenberger, Dianne Smith, Brian Wallace, Eric Warfel, and Kevin Weber.

**President's Comments:** Pat welcomed our new Board member Kathy Fish and asked her to share her thoughts. Kathy said she is really excited to join us and is looking forward to contributing to our cause. --He then talked of our funding a new tech request. We will table the request for now because the timing for it is not critical. Thus, we will have some time to explore different channels, perhaps for a broader impact.

--The Executive Committee recommended the slate of officers for next year: President, Tracy Seiger; Vice-President, Rich Meyers; Treasurer, Don Mowery; Secretary, Carole Shellenberger. We will vote next month.

--Matt's term is coming to an end, so we must replace him. The Nominating Committee is recommending Barbara St. John. Jeff Kirk nominated Barb for the position and Joe seconded. The motion carried 14-0.

**Minutes:** The minutes of last month's meeting were approved by the passage of a Jeffers/Smith 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. He reported that we still have a strong balance while our investments are recovering. A Warfel/Weber motion to approve the April expenditures and the May Finance Report carried 14-0.

**Executive Director's Report:** Jan began her remarks by thanking past and present Board members for their appearance at the fundraiser at Bert's Bottle Shop on April 29. It was also a good time for networking.

--The Penn Manor Alumni Association and PMAEF have decided on meeting dates for the joint committee. They will meet on the second Wednesday of every other month at 6:00 p.m. at a different PM business each time. The first meeting will be May 9, at Copper Hill. Other meetings are July 11 at Jack's, September 12 at the Barn Door, November 14 at House of Pizza, February 13 at Lucky Dog, and April 10 at Nino's. The meetings are intended to help with networking and marketing PMAA and PMAEF events. All Board members are welcome to attend.

--The planning for the Fall Fundraising dinner is progressing. Jerissa will report on the status at the next Development meeting. We might change the day of the event to a Friday.

--A follow-up meeting with the Strong and Healthy Families champions will be scheduled to review this year and plan for next year.

--One of our Venture Grants supported the high school Sea, Air and Land Challenge Team which went on to win first place with the drone they designed! Yea, Team!

**Marketing Committee:** Tracy reported that the Retiree Breakfast plans are on track. Helpers should report by 7:45. The start time is 8:30.

-- Tracy has been boosting the Vendor Fair on Facebook. Robin has 30 vendors confirmed. She could use more help for raffle sales and concessions. We will be setting up Friday night. Guests will be greeted with bags containing the S&H brochures and a tri-fold with instructions on how to win a gift card. Thanks to Dianne for getting bags from John Herr's and gift cards from Wayback Burger, Tropical Smoothie, and Nino's.

--Tracy reported that the backdrop is here. We will have a photo op at a later date.

--Thanks to Brian for updating the Strong and Healthy Families info cards and to Nicki for printing them.

The next meeting of the Marketing Committee will be on May 10 at 8:00 a.m. at the GSC.

**Development Committee:** Pat reported that People's Bank came through as the golf ball sponsor, the last sponsor spot. We could still use about 15 more raffles. Pat would really like to have 50. The set up will start at 8:30 on June 19<sup>th</sup>.

--He reported the EITC total is still between \$28,000 and \$29,000.

--Pat also reported that the Legacy committee has put together a follow-up letter. Six or seven names have been added to our list in the last few months.

--He reminded us that we will meet to sign the annual letters on June 21 from 8:30-11:00 in the Manor Middle School conference room. If you are unable to attend, we will prepare a packet of letters to be signed at home.

--The Senior Awards night is May 24. There will also be a meeting of the scholarship committee with Shelby and Gail on June 12 at 8 a.m. at GSC to discuss streamlining the process and plan for next year. They will also discuss the possibility of purchasing some software to help make the process easier.

The next meeting of the Development Committee will be on May 17 at 7:30 a.m. at the GSC.

### **Supplementary Reports**

--Brian mentioned that the District Employee Recognition Banquet was held. Congratulations to Beth Mader, Ken Webster, and Cindy Bachman for being employees of the year.

--Brian also talked about Google representatives being at the high school last week to in preparation for unveiling a new product that has schools making their own virtual tours to share with other schools. Our Agriculture students are working with English students on a farm oriented tour.

--Four county schools, including PM, participated in a unified track program for special needs kids.

A Jeffers/Meyers motion to adjourn passed 14-0. The meeting adjourned at 8:26 a.m.

The next Board meeting will be on Thursday, June 7, 2018 at 7:30 a.m. in the Penn Manor Board Room.

Respectfully submitted,

Carole H. Shellenberger  
Recording Secretary