

**Penn Manor Education Foundation Minutes**  
**December 6, 2018**

President Tracy Seiger 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: Kathy Fish, Joe Herman, Paula Howard, Robin Jeffers, Jeff Kirk, Pat Kline, Mike Leichliter, Don Mowery, Rich Myers, Jan Mindish, Nicki Nafziger, Tracy Seiger, Carole Shellenberger, Barb St. John, Brian Wallace, Eric Warfel, and Kevin Weber.

**President's Comments:** Tracy commented on what a sad week this has been with the loss of former President Bush. She sent around a card for Skip Rhoades who recently lost his wife. She also expressed our condolences for the Kirk family who recently lost Kathy's father, Fred Funk.

**Minutes:** The minutes of last month's meeting were approved by the passage of a Myers/Nafziger 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 investments are down for the last month, but our investment strategy is stable for the long term. He reviewed our holdings as unrestricted, temporarily or permanently held. Our assets total \$2.1 million. We have awarded \$55,000 in Venture Grants. A Kline/Fish motion to approve the November expenditures and the December Finance Report carried 14-0.

**Executive Director's Report:** Jan shared the report from Kaleidoscope who sent the scholarships that are finished enough to be reviewed. They are still working on the new ones. Jan reported on the status of our new scholarships. The new ones for 2019 include Michael Hnat Memorial Scholarship, Marion B. Davis Memorial Scholarship, Frerichs Family Education Scholarship, and Class of 2018. We still need a few details to complete the Rintz Family Foundation and Herr Family Scholarships. The Class of 1959 scholarship will be a one-time \$700 award to one senior from each CTC and to one HS Ag/Tech senior (\$2800 total). The PMAA Legacy Scholarship for a senior whose parents are PM alumni will have a 2020 start date. The Jim Livermore Memorial and the Sean Moore Memorial Scholarships are not yet finalized. The Brereton Manor and the Christopher Johnson Memorial Scholarships will not be given in 2019.

--The next meeting with the PMAA will be on February 13 at the Lucky Dog. The group is working to make some changes in options for membership and to receive the newsletter online.

--Jan thanked Rich for representing us at the Parent Resource Fair on November 14.

--The High School could use some volunteers on Dec. 11 and/or 12 from 8:30-2:00 to work with JA on some STEM activities for 9<sup>th</sup> graders.

**Marketing Committee:** Tracy thanked everyone for all the work on ExtraGive. Over \$13,000 was donated to us. A special thanks to Nicki for organizing the MBA raffle basket and to those who helped make personal contact with the donors.

--We had requests for 54 Venture Grants. We awarded 47, totaling \$55,000. Tracy thanked everyone for distribution of the awards and for the photos forwarded to Brian.

--The visits by representatives of PMAA to each school's holiday concert have begun.

--Grant proposals for the Strong and Healthy Family grants will be due in February.

The next meeting of the Marketing Committee will be on December 13 at 8:00 a.m. at the GSC.

**Development Committee:** Pat thanked the Scholarship Committee for all its work. With the new software program, we hope for more applicants working with a more efficient application process.

--A new round of Legacy letters is being sent out.

--We have submitted revised EITC applications for 2015-16, 2016-17, and 2017-18, as requested by the state, and we were approved. Thanks go to Brian! We have received two new EITC checks.

--Date Savers:

Vendor Fair—Saturday, May 11, 2019 at St. Philip's gym, 9:00-3:00

Charity Golf Scramble—Tuesday, June 18, 2019 at Meadia Heights

Annual Letter Campaign—Thursday, June 20, 2019

Annual Fundraiser Dinner—Sunday, September 22, 2019

The next meeting of the Development Committee will be on December 20 at 7:30 a.m. at the GSC.

**Superintendent's Report:** Dr. Mike reminded everyone that it is Holiday Concert season!

--The bid opening for the high school project will be December 13 at 4:00.

--Cheryl Shaffer will retire at the end of the school year. Phil Gale will replace her.

--He added a comment on the sad loss of another student at Warwick.

--Dr. Mike will be attending a conference this weekend where the name of the Pennsylvania Teacher of the Year will be announced. We are all rooting for Maria Vita!

Jan reminded everyone that the Finance Committee and the Executive Committee will meet after this meeting.

The meeting adjourned at 8:09 a.m. after the unanimous passage of a Jeffers/Nafziger motion.

The next Board meeting will be on Thursday, January 3, 2019 at 7:30 a.m. in the Penn Manor Board Room.

Respectfully submitted,

Carole H. Shellenberger  
Recording Secretary