

Penn Manor Education Foundation Minutes
January 3, 2019

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 Lechlitter, Don Mowery, Rich Myers, Jan Mindish, Nicki Nafziger, Tracy Seiger, Carole Shellenberger, Dianne Smith, Barb St. John, Eric Warfel, and Kevin Weber.

President's Comments: Tracy passed around a sympathy card remembering Margot Brubaker, a former Board member and expressed our condolences to Kathy on the sudden loss of her brother. She also reviewed the results of Jan's evaluation which was very complimentary of Jan.

Minutes: The minutes of last month's meeting were approved by the passage of a Howard/Fish motion 15-0. 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 since the stock market has been a roller coaster recently, our investments are down again for the last month and for the year. We just have to ride it out. Our assets still total a little over \$2 million. A Kline/Nafziger motion to approve the December expenditures and the January Finance Report carried 15-0.

Executive Director's Report: Jan reviewed the scholarship list from Kaleidoscope, and she demonstrated applying online. The students will be able to complete the whole process on their phones. We will be ready to go live very soon. Some of our scholarships won't use this process because they are chosen by teachers or counselors, for example. The HS students and staff will receive the information early in January, and Jan will meet with the CTC students next Friday, January 11. This new software should make the application process much easier for students. For us, the selection process will be so much more streamlined. The new scholarships for 2019 include Michael Hnat Memorial Scholarship, Marion B. Davis Memorial Scholarship, Frerichs Family Education Scholarship, Class of 2018, Rintz Family Foundation Scholarship, Herr Family Scholarships, Jim Livermore Memorial Scholarship, Sean Moore Memorial Scholarship, and Eli Baldridge Scholarship. 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 new scholarships will be posted on Facebook and on the website with short donor bios and photos.

--The next meeting with the PMAA will be on February 13 at the Lucky Dog.

Marketing Committee: Tracy thanked everyone who visited the schools' holiday concerts. It was a successful outreach to the community.

--The joint fundraiser for Strong and Healthy Families will be held at Bert's from 5-10 on January 28. We are looking for alumni willing to bartend.

--Applications for the Strong and Healthy Family grants were sent out before the holiday break. The completed proposals will be due February 8. We have \$12,000 available. The committee will meet on February 14 at 9:00 at the George Street Café.

--A big thank you to Brian who carried out Barb's idea of Board Members having nametags to identify us at PMEF functions. We now have nametags on lanyards.

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

Development Committee: Pat again thanked the Scholarship Committee for all its work.

--We are still working on the database.

--A new round of Legacy letters has been sent out.

--We have received a total of \$24,100 in EITC checks from Gibbel, Kraybill & Hess, The Farm at Eagles Ridge, David Eshbach, Jr., Inc., D.H. Funk & Sons, Ambassador Bank, Weis Markets, Waste Management. We also received a new business donation of \$2,000 from the Allen Family Fund.

--Robin will be the chair of the Nominating Committee when Jeff's term is up.

--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. Pat will send out a date saver in February, and prices have not changed at Meadia.

Annual Letter Campaign—Thursday, June 20, 2019

Annual Fundraiser Dinner—Sunday, September 22, 2019

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

Superintendent's Report: Dr. Mike thanked everyone for coming to the Holiday Concerts.

--The bids for the high school were opened, and the School Board will meet Monday to discuss them.

The meeting adjourned at 8:19 a.m. after the unanimous passage of a Myers/Kirk motion.

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

Respectfully submitted,

Carole H. Shellenberger
Recording Secretary