

Penn Manor Education Foundation Minutes
November 1, 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, Pat Kline, Mike Leichliter, Rich Myers, Jan Mindish, Nicki Nafziger, Tracy Seiger, Carole Shellenberger, Brian Wallace, and Eric Warfel.

President's Comments: Tracy sent around copies of the revised committee list.

--She sent around a signup sheet for ExtraGive Golden Ticket slots. This year the awards are \$750, but there are more slots. Donation minimum is \$25 for a chance to win the extra money.

--She also sent around the Holiday Concert signup. Jan will send us a copy of the 3-5 minute speech we can use to inform the community members of our mission.

Minutes: The minutes of last month's meeting were approved by the passage of a Jeffers/Howard motion 10-0. Last month's minutes will now be sent to those on our list who are not on the Board.

Finance Committee/Finance Report: Pat presented the printed report and reviewed the balance sheet, Profit and Loss Previous Year Comparison, and the expenditures for Don. He reported that investments are down for the last month, but our investment strategy is for the long term; so we are still strong if we look at the 5 year average. A Myers/Nafziger motion to approve the October expenditures and the November Finance Report carried 10-0.

Executive Director's Report: Jan announced that we will not be meeting with Kaleidoscope today unless we have something new to give them. The next of these meetings will be on November 15. Jan asked committee members to review our scholarship offerings and look at the wireframe Kaleidoscope has sent us before the next meeting.

--Pat picked up the check for \$1000 from Manor Softball for the Molly Curtis Scholarship.

--Jan reported on the status of our new scholarships. Beth Kaplan who sponsored the Michael Hnat Memorial Scholarship, plans an additional scholarship in memory of her grandmother. The Rintz and Herr family scholarships, the Sean Moore Memorial Scholarship, the PMAA Legacy Scholarship are still pending. The Class of '59 is planning to donate \$2800 for a one time award for 3 or 4 CTC or Ag students, but details need to be finalized. The Jim Livermore fundraiser hasn't been re-scheduled. The Class of '68 has donated \$652 for Strong and Healthy Families.

--The next meeting with the PMAA will be on November 14 at the House of Pizza. The business database is ready to go live.

--The Parent Resource Fair will be held on November 14 at the Millersville BIC church from 10-12. We need a few volunteers to stand by our table. We have been asked to sponsor the tote bags for \$98.95.

Marketing Committee: Tracy thanked Jan for all her hard work. Then she reminded us that the Extra-Give Happy Hour will be at Bert's on November 16 from 4-7 p.m. Nicki is working on a gift basket from the MBA for a raffle. We will be joining with the PMAA to promote the event on social media.

--She thanked Barb and Kevin for help at Homecoming. The wristbands given away were very popular as were the pictures taken in front of our new backdrop. Many selfies were posted on Facebook.

--We have received 52 applications for Venture Grants. Brian has sent copies of the applications to committee members. A meeting of the committee to review the grants has been scheduled for

November 8 at 1:00 in room 228 at Manor Middle. We have \$50,000 to award to teachers.

--Tracy thanked everyone for delivering the Teacher Incentive gifts and for the photos that have been posted on Facebook.

-Our presence on social media has been increasing steadily.

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

Development Committee: Pat expressed his appreciation for all the condolences.

--Community giving totals are still strong at about \$13,300 with \$3600 for Strong and Healthy Families and \$1100 for Board Curriculars.

--Nicki is still working on our Spirit Night which will be held at Bert's sometime in January.

--The Lucky Dog promotion is continuing.

--The Vendor Fair is planned for May 11. We are exploring other venues.

--The Golf Scramble will be held on June 18.

--Pat thanked everyone, especially the Warfels and Jan, for the success of the annual dinner. Jan has thank you letters for donors of silent and live auction items. Those who procured those donations should take letters to send to the individual donors. Next year's dinner will be held on September 22.

--Pat thanked Brian and Jan for all their work on EITC, but we haven't heard back from the State yet.

--Pat reported that Don Stewart has been working hard for the Legacy committee. A second mailing will be sent soon. We are moving on to the 2nd plaque since the 1st is filled.

--We need a volunteer to chair the Nominating Committee since Jeff will be off the Board next year.

The next meeting of the Development Committee will be on November 15 at 7:30 a.m. at the GSC.

Superintendent's Report: Dr. Mike commented that it is the end of the 1st Marking Period already.

The Field Hockey team is still playing. The Fall play is scheduled for November 15 (the Senior Citizen performance) at 5:30, and for November 16 and 17 at 7:30.

--Dr. Mike also, talked also shared that the formal bids on the high school renovation project go out this week. Work has already begun on temporary buildings.

--He also commented on the county-wide support for the Warwick community. He shared a very touching letter he received from the Warwick athletic director.

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

Paula suggested that since the Golf Scramble date has been set, we should set the date for the annual letter signing for June 20.

The meeting adjourned at 8:26 a.m. after the unanimous passage of a Kline/Howard motion.

The next Board meeting will be on Thursday, December 6, 2018 at 7:30 a.m. in the Penn Manor Board Room.

Respectfully submitted,

Carole H. Shellenberger
Recording Secretary