

Penn Manor Education Foundation Minutes
April 4, 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, Jan Mindish, Don Mowery, Rich Myers, Nicki Nafziger, Tracy Seiger, Carole Shellenberger, Dianne Smith, Barb St. John, Brian Wallace, Eric Warfel, and Kevin Weber. Tracy commented how she is noticing in her real estate business that Penn Manor School District property is very attractive.

Minutes: The minutes of last month's meeting were approved by the passage of a Howard/Jeffers 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 our investments are recovering nicely and on track to reaching an all time high. We have received a \$5,000 EITC check from Peoples Bank, making our total over \$29,000. Monies are also coming for scholarships and the golf outing. The Strong and Healthy Family grant checks have been cut. A Kline/Fish motion to approve the March expenditures and the April Finance Report carried 15-0. Don reminded us that he will be working on the budget for next year and to let him know if we know of any new expenses or income that he should work into it.

Executive Director's Report: Jan distributed a list of the proposed meeting dates for next year and directed us to check for conflicts. We will vote on them next month.

--The Strong and Healthy grant money has been awarded. Don Stewart sent us a thank you note, along with packets which explain the Teen Hope project. We were a pilot district, the first one of 12 in the Lancaster-Lebanon area using the Samaritan Counsel resources to help screen teens for psychological problems. A Mom also sent us a thank you for helping to make taking AP exams possible for her son.

--Jan is working with a retiree on a new endowment for the Strong and Healthy Families initiative.

--The Poverty Task Force Breakfast will be held on Friday, April 5.

--Carole gave a brief summary of the New York trip sponsored by the Doug Maine endowment. In his response to Carole's thank you note to him, he expressed that the trip fulfilled his intention in setting up the endowment.

--Jan passed around some Venture Grant thank you notes.

Marketing Committee: Tracy passed around a sign up sheet for the Retiree Breakfast on May 1. She thanked Brian, Paula and Nicki for their help in getting out the invitations. She passed around some that were returned by the post office to see if we knew current addresses for some retirees. Alumnus John Walk will be the guest speaker. We should try to arrive around 7:30 to help set up.

--Robin also sent around a sign up sheet for helping with the Vendor Fair on May 11 at St. Phillips. We will set up on Friday, May 10, at 4:30. Dianne will obtain gift certificates for door prizes. The flyers are ready for posting and distributions. Tracy asked Robin to let her know when she should boost on Facebook.

The next meeting of the Marketing Committee will be on April 11 at 8:00 a.m. at the GSC.

Development Committee: Pat distributed updates of the sponsor and raffle lists for the Golf Scramble. We need to focus on securing more raffles. He will have a sign up sheet for us next month.

- Our EITC donations now total over \$29,100.
- Additional Legacy for Learning letters have been sent out.
- In nominating three new Board members so efficiently, Robin has afforded us extra vetting time. We will vote on the new members in June.
- Scholarship Update: Jan thanked the committee for all their hard work. They had a training session with Kaleidoscope on March 19. Teachers are now rating the applicants on effort and attitude on a scale of 1-5. The committee will receive the applications early next week. They will come together to choose the recipients on April 18 at 10:00 a.m. at Manor Middle. Three scholarship sponsors are doing their own selection. Dianne has sent letters to sponsors thanking them for being sponsors and inviting them to the ceremony.
- Kathy is still working on researching software for non-profits.
- Annual Letter Campaign—Thursday, June 20, 2019. Board members will receive packets for signing even if they are unable to attend the actual signing.
- Annual Fundraiser Dinner—Sunday, September 22, 2019

The next meeting of the Development Committee will be on April 18 at 7:30 a.m. at the GSC. A meeting of the Fundraiser Dinner Committee will follow at 8:30.

Superintendent's Report: Dr. Mike reported that a new high school principal has been hired. He also gave an update on the high school project. There are some new traffic patterns and work on the foundation. Ag, Art and some English and Foreign Language teachers are in the process of packing up to move over the Spring Break.

The meeting adjourned at 8:22 a.m. after the unanimous passage of a Myers/Nafziger motion.

The next Board meeting will be on Thursday May 2, 2019 at 7:30 a.m. in the Penn Manor Board Room.

Respectfully submitted,

Carole H. Shellenberger
Recording Secretary