

Penn Manor Education Foundation Minutes
October 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: Matt Blank, Jody Blouch, Kathy Fish, Joe Herman, Paula Howard, Robin Jeffers, Pat Kline, Mike Leichter, Jan Mindish, Don Mowery, Rich Myers, Nicki Nafziger, Brad Seiger, Tracy Seiger, Dianne Smith, Barb St. John, Brian Wallace, and Eric Warfel. Tracy announced that the Nominating Committee is requesting names for possible new Board members for the 2020-2021 year.

Minutes: The minutes of last month's meeting were approved by the passage of a Howard/Blouch motion 15-0. Last month's minutes will now be sent to those on our list who are not on the Board.

Finance Committee/Financial Report: Don presented the printed report and reviewed the balance sheet, Profit and Loss Previous Year Comparison, and the expenditures. He reported that we ended the month with the highest total assets ever: \$2,300,000! Don also noted that we have some funds sitting in PNC and also Fulton that are not currently designated and could be used if a need arises. Our Annual Fundraising Dinner helped to make September a strong month with \$28,000 received and still more to come from the event. After expenses, our total for the month with investments was \$22,600. Don noted that the market is still fluctuating and will probably continue to do so for a while. A Kline/Nafziger motion to approve the September expenditures and the October Financial Report carried 15-0.

Executive Director's Report: Jan reported that through payroll deduction and donations, over 200 District staff joined in contributing a total of \$20,120!

--Incentive gifts were distributed to staff members between September 17-19. Jan thanked everyone who helped. Brian also expressed his appreciation for the photos that were submitted from the distribution process. Brian did note that we must be careful to make sure we are checking in with building staff when taking photographs to be sure that we are aware of any students who should not be photographed as per parent/guardian requests.

--Memorial Book nameplates were sent to schools and the books are in the process of being added to the libraries. Jan is reaching out to the Martin, Sorial, and Moore families to share a sample bookplate and list of the books that were purchased in their child's memory.

--Scholarship update: Jan shared that there will be new scholarships for the Class of 2019, PMAA Legacy, Norma Aston, Chris Shank, and possible Megan Martin. Norma Aston left \$1,000 to PMHS in her will. Chris Shank is a Penn Manor alum who is experiencing serious illness. His brother, Steve, spoke to Jan about establishing a scholarship in his honor. The Scholarship Committee will prep the new scholarships for Kaleidoscope.

--The Music department in planning to use the Doug Maine endowment for a spring trip to New York City. They have been in contact with Doug Maine and are hoping to attend a show and some workshops similar to what the theater department did last year.

Marketing Committee: Tracy reported was mailed out and copies will be distributed to faculty members soon.

--The Social Media Committee had one meeting. They are working on the ExtraGive. Matt is working to create some video interviews to share during the event.

--An ad (similar to the football program ad) was purchased. Our submission will be updated for clarity.

--Homecoming: We are sharing a tent with PMAA. We have a full slate of volunteers to cover the tent.

--Venture Grants: Reminders have been sent to faculty. We have about 12 proposals already! The Awards Committee will schedule a meeting to review grant applications after October 19.

--ExtraGive: Tracy is really encouraging us all to LIKE and SHARE our PMEF posts on any social media as a way to help promote our participation in the event! Also, PMAA is trying to help us raise funds by having different class years compete against one another to raise funds.

--Holiday Concerts: We will plan to visit all holiday concerts at our schools to share a brief message letting parents know what PMEF does to help our students and families. A schedule will be shared when it is available.

The next meeting of the Marketing Committee will be on Thursday, October 10, at 8:00 am at GSC.

The Social Media Committee will meet on Thursday, October 10, at 7:30 am at GSC.

Development Committee: Pat and Nicki complimented all involved for another wonderful event at Drumore Estate! The total income from the event is about \$29,000 (about \$10,000 more than last year). Over \$26,000 of this came from raffles and auctions! Of this amount, about \$5,000 was from the "Last Chance" auction. A wrap up meeting will be scheduled to discuss feedback and possible changes for next year. We discussed sending "thank you" letters to contributors.

--Lobster Fest: Bert's is planning to hold this to benefit PMEF. Details will be shared by Nicki when available. She did say that we could possibly make \$1,000 on this event.

--July 2020 Dinner at Drumore Estate: This is \$50 per person. We will continue to sell until the slots are filled.

--Lucky Dog Café promotion: Lucky Dog Café is selling a featured burger for NFL games. A percentage of the proceeds from the burgers is donated to PMEF.

--EITC: Pat announced DH Funk as a new EITC partner with a contribution of \$3,800. We are also planning a plaque presentation to BN Excavating for their recent contribution.

--Letter Campaign Update: Pat informed us that our current tally is up to \$19,205.

--Date saver: Our Charity Golf Scramble is scheduled for June 16, 2020 at Meadia Heights.

--Ooh La La Consignment Event: Jill Albert is doing an event to benefit PMEF on October 17. Jan will share details as they are confirmed.

The next meeting of the Development Committee will be on Thursday, October 17 at GSC at 7:30 am.

Superintendent's Comments: Dr. Mike announced that Letort Elementary has been selected as a National Blue Ribbon School. It is only the 4th school in Lancaster County to receive this distinction.

--The National Honor Society Induction took place last night.

--Penn Manor now has an E-Sports team. It was founded as a way to get more students involved in STEM activities. They are doing well so far.

--Our new high school principal, Baron Jones, is in the process of moving his family to Penn Manor and his children will start attending in the District next week.

The meeting adjourned at 8:30 a.m. after the unanimous passage of a Myers/Howard motion.

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

Respectfully submitted,

Barbara J. St. John
Recording Secretary