

Penn Manor Education Foundation Minutes
March 5, 2020

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, Kathy Fish, Robin Jeffers, Joe Herman, Pat Kline, Mike Lechlitter, Jan Mindish, Don Mowery, Rich Myers, Nicki Nafziger, Brad Seiger, Tracy Seiger, Barb St. John, Brian Wallace, and Eric Warfel.

Minutes: The minutes of last month's meeting were approved by the passage of a Myers/Fish motion 12-0. 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 shared that our PNC statement was down about \$100,000 and he was surprised that it wasn't worse. It has come up about \$70,000. Don said that we're just going to have to ride this out like everyone else. We have received \$4,200 income from scholarship funds coming in. We also have funds coming in from the Lucky Dog NFL sandwich promotion and Amazon Smile purchases. Our gross profit is \$11,000 for the month and \$205,000 for the year. Money was paid out for the Douglas Maine Endowment and our Strong and Healthy Grants. We also received a bill for \$3,200 from Kaleidoscope. We are at a loss for the month in the category of operations, but still in great shape. We are still \$44,000 on the positive side with investments for the year compared to \$30,000 at this time last year. A Kline/Blank motion to approve the February expenditures and the March Finance Report carried 12-0.

Executive Director's Report: Jan told us that the scholarship deadline is March 10. There are only 3 scholarships that do not have applications at this time. We have many more applications this year than we have in the past! At this point, 119 students submitted 503 applications for 44 scholarships. The Senior Awards Ceremony is scheduled for May 21. The funding, donor, and student letters have been revised.

--Jan also had a meeting last week on a potential new memorial scholarship. The donor would like to endow a \$1,000 scholarship in memory of Melissa Hook that would be given to a female athlete.

--We received a letter and \$500 check from the Gail White family. The total funds received in Gail's memory will go into a Strong and Healthy endowment.

--Jan had a recent meeting with the Solanco Education Foundation board. They were inspired by our Strong and Healthy Families initiative!

--Jan shared feedback that Andrew Johnson gave related to his HS Drumline Venture grant. We funded \$5,000 of a \$13,000 grant request. Andrew communicated with the company he was buying from and they worked with him to replace the complete drumline with new equipment for \$5,000!

--Jan announced that some drivers are still needed to take families home at 7:30 pm on March 17 from the Immigrant Family Night being held at Hambright Elem.

--The Music Department is taking 77 students to see Wicked in NYC on March 25. This is being paid for with the Douglas Maine Endowment.

--Applications for STEM grants for Project Based Learning in grades K-12 are due on June 30. The average will be a \$5,000 award and they'll be decided using the Venture Grant process. Jan will be meeting with the elementary principals to discuss this on Friday, March 6.

--Jan received a communication from Modern Eyes telling her that we are the first school district to reach a milestone of over \$20,000 in vouchers for eye exams and glasses. This means that Penn Manor people have purchased over \$40,000 in eye exams and glasses! For every 2 pair of glasses someone purchases, a voucher is provided.

Marketing Committee: Tracy announced that \$22,800 in Strong and Healthy Family Grants were funded. Checks were distributed in late February. Jan wrote a great article with photos that was posted on social media.

--Our Spirit Night at Bert's on February 28 was a joint fundraiser with PMAA. Tracy praised everyone for the great team effort in promoting the event online; resulting in many new faces attending our event! The tip jar total was \$2,458.50. A check from Bert's for 10% of the food purchases is still to come.

--Matt shared that we have hit 1,500 "LIKES" on Facebook! Now we are trying to reach 2,000.

--The Retiree Breakfast is on May 6. Invitations will be mailed in March. We are still looking for some raffle prizes.

--The LOFT @ Millersville BIC church is in need of basic food items at this time!

The next meeting of the Marketing Committee will be on Thursday, March 12 at 8:00 a.m. at the GSC.

Development Committee:

--Nominating Committee update: We will be replacing 3 board members for next year. Tracy Seiger and Eric Warfel are completing their terms. Kevin Weber will also be leaving the Board. Don Mowery and Becky Spezialetti have agreed to join the Board on July 1. A Kline/Nafziger motion was made and carried 12-0. The committee is still working on a third person soon to be announced.

--EITC update: Our total is now \$14,800. Jan has spent countless hours working with the state because the approval process keeps changing. Pat thanked Jan for her endless efforts and shared that we have finally been approved!

--Vendor Fair Update: Committee will discuss and recommend whether to proceed or cancel at the April board meeting.

--Charity Golf Scramble **Update:** Pat reported that everything is on schedule and going well at this point for our event on Tuesday, June 16, 2020 at Meadia Heights.

--Letter Campaign **Date Saver:** Thursday, June 18, 2020

--Fundraising Dinner **Update:** Sunday, September 20, 2020 at Drumore Estate. Nicki met with Jerissa. They will be asking us to reach out to businesses with a letter hoping to gain more corporate support this year. There are two major changes for this year. There will be no live band or dancing after the dinner. There will be no number raffle for the \$3,000 prize. There are still some more new ideas being discussed that will be shared later.

The next meeting of the Development Committee will be on Thursday, March 19, GSC at 7:30 a.m.

Superintendent's Comments: Dr. Mike showed us updates of the High School construction project. He gave us an overview of what is happening at each stage. He also shared photos and drone shots comparing the project work from September to now.

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

The next Board meeting will be on Thursday, April 2, 2020 at 7:30 a.m. in the Manor Board Room.

Respectfully submitted,

Barbara J. St. John
Recording Secretary