

Penn Manor Education Foundation Minutes
May 7, 2020

President Tracy Seiger called the meeting of the Penn Manor Education Foundation Board to order at 7:30 a.m. through a remote Zoom connection. 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 reviewed the proposed Calendar of Board meetings for 2020-2021. After a brief discussion, the calendar was unanimously approved following a Myers/Fish motion 15-0.

Minutes: The minutes of last month's meeting were approved by the passage of a Howard/Blank 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 gave a verbal report since we met via Zoom video conference. On the expense side, we had fees from Fulton for the monthly security protections on our account. We had an interest income of \$40. He reported that our investments increased \$142,000 after losses the previous two months. He said that overall we have experienced a somewhat small loss (7%) for the year considering the fluctuations we've seen in the market. Our assets were at \$2,063,000 at the end of April. A Kline/Nafziger motion to approve the April expenditures and the May Finance Report carried 15-0.

Executive Director's Report: Jan started by providing us with the following Scholarship Status report: Thanks to the Scholarship Committee of 11 who worked in 3 groups to read over 100 applications each and select 75 winners, over 2 Zoom meetings. This included the help of Carole Shellenberger and Barbara Hearn. Jan and six Board members will present all of the awards during a taping on May 12. The Virtual Awards program can be viewed online on May 21. Information will be posted on the District website. Thanks to Dianne, letters went out to all scholarship sponsors explaining this information. A revised letter will go out to all recipients with their checks immediately after the May 21 program. AJ will cut the checks the week prior to the event. The Scholarship committee is planning to have a follow-up Zoom meeting with Taylor at Kaleidoscope in the next several weeks to plan changes for next year.

--Jan shared that a one-page letter with programming plan was submitted online and via mail to the Community Foundation before the April 30 deadline. Thanks to Dr. Gale who worked with Technology, Computer Science, and Business staff to develop a K-12 plan. We are now eligible to receive a \$25,000 grant, if the Committee approves our plan.

--STEM grants for project-based learning, K-12, are due June 30. The average award is \$5,000. Elementary principals will work with staff to determine a plan. PMEF submits the grant.

--Teachers who have receipts from Venture Grant purchases are to send them to Brian Wallace as soon as possible. Those who were not able to spend their Venture Grant funds due to the school closure should deposit their checks and plan to spend the funds next school year.

--Jan expressed her thanks to the District tech staff, Charlie Reisinger and Chad Billman, for their help in scheduling Zoom meetings for the PMEF Board, Development/Marketing meetings, and Scholarship Committee meetings! The location of future committee meetings will need to change due to the closing of George Street Café. This will be determined at a future Zoom meeting.

Marketing Committee: Tracy reported that the retiree posts in place of the Retiree Breakfast have been successful. We should plan to continue with the posts next year prior to the Breakfast. Tracy requested photos and information on retirees to add to these posts. She will also reach out to principals for assistance with this.

--Tracy thanked Brad for working with PMAA and PMEF to coordinate messages for the Class of 2020 to be posted on the PMHS webpage. The total page "likes" is now 1,725.

--Tracy reported that PayPal donations and checks to support families in need through Strong and Healthy Families initiative has reached a total of \$500.

--Tracy noted that Marketing and Development Committees will have a combined meeting via Zoom this month.

The next meeting of the combined Marketing and Development Committees will take place online in Thursday, May 21 at 8:00 a.m. via Zoom.

Development Committee: Pat shared that the Nominating Committee is recommending Dave Murray to fill our third Board vacancy starting July 1. We will vote on this at the June meeting.

--Pat announced that there is a request for additional Strong and Healthy Families funding to support the purchase of an additional 100 WiFi Hotspots for student use throughout the District. The cost would be an extra \$2,100 to fund this. A Kline/Nafziger motion was made and carried 15-0.

--Nicki also noted that a neighbor provided her with a \$2,000 donation for Strong and Healthy Families!

--EITC update: Our total is now \$19,800 with a recent receipt of \$5,000 from Peoples Bank. A Facebook post will be shared once we are able to obtain a logo for Peoples Bank.

--**Charity Golf Scramble UPDATE:** Pat proposed that we postpone and reschedule later in the summer. **The event will now be held Tuesday, August 4, 2020.**

--Annual Letter Campaign DATE SAVER: Thursday, June 18, 2020. Location to be determined once we know whether or not we will have access to Manor Middle.

--Fundraising Dinner UPDATE: Sunday, September 20, 2020 at Drumore Estate (Nicki) – No update at this time.

The next meeting of the combined Marketing and Development Committees will take place online in Thursday, May 21 at 8:00 a.m. via Zoom.

Superintendent's Comments: Dr. Mike shared that construction was closed for a little over a week and the number of workers on the job has been scaled back since work resumed. It is hoped that the intensity of the work can pick up over the summer. Fortunately, it is still not expected to go beyond the budget.

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

The next Board meeting will be on Thursday, June 4, 2020 at 7:30 a.m. via Zoom.

Respectfully submitted,

Barbara J. St. John
Recording Secretary