

Penn Manor Education Foundation Minutes
December 3, 2020

President Kathy Fish called the meeting of the Penn Manor Education Foundation Board to order at 7:30 a.m. This meeting was held virtually due to the Governor's updated restrictions. In attendance were the following: Matt Blank, JoLynn Drexel, Kathy Fish, Joe Herman, Paula Howard, Robin Jeffers, Pat Kline, Mike Leichliter, Jan Mindish, Don Mowery, Rich Myers, Nicki Nafziger, Brad Seiger, Dianne Smith, Becky Spezialetti, Barb St. John, and Brian Wallace. Kathy opened the meeting by sharing that there is no update on the ELEO Donor Software status at this time. She told us that the system is ready to go when we are. This will be a topic of discussion at the upcoming Executive Committee meeting.

Minutes: The minutes of last month's meeting were approved by the passage of a Nafziger/Myers motion 14-0. 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. For our November report, we had \$2,710,000 in total assets. This is another all-time high! We had a strong return on investment over the past month. These figures continue to change due to the constant fluctuations in the market. On the Profit and Loss side, we are below last year, but starting to get EITC money coming in. We are actually in a very solid position right now. Money has been coming in for the Dave Murray scholarship. We have received about \$7,200 so far.

We have received \$3,000 from the ExtraGive. This is from our business sponsors. The remainder is yet to come. We are behind in the amount of spending for Venture Grants. This is due to the different way we are handling Venture Grant requests due to the pandemic. More requests are expected in the coming months.

A St. John/Smith motion to approve the November expenditures and the December Finance Report carried 14-0.

Executive Director's Report: Jan started by sharing that the scholarship committee had met on December 2 with Emily Johannes from Kaleidoscope. She is our new representative, so the committee met with her to review changes and bring her up to date. The goal is to be ready to go live on January 2, 2021. Dianne has sent letters to our annual scholarship sponsors, as well.

--Venture Grants: The grant committee approved and funded eight grant requests from the High School, Central Manor, and district-wide Kindergarten totaling \$14,825.

--Strong and Healthy grant applications will be sent to champions tomorrow. They are due back January 29. There is \$25,000 available.

--Stadium throw donation from Donna Brady: Donna has offered to knit a number of stadium throws in Penn Manor colors for us. Jan showed us an example. The Marketing Committee will consider when and how we would like to use these and share with us next month.

--ExtraGive: Our total for this year's event was \$30,211. We were in the top quarter of all organizations for fundraising this year! We had 30 more donors and raised twice as much money than we have in the past! Our business sponsors raised \$5,000 of the total and board members brought in \$11,000.

Marketing Committee: Nicki started her report by thanking everyone for their efforts with the ExtraGive! We know that people missed not having our gathering at Bert's during the event. It was exciting to see many new alumni as donors this year.

--Business sponsorships: The Marketing and Development committees will meet to discuss the possibility of offering a consistent sponsorship plan.

--Future social media posts: monthly business spotlight, Legacy donors, new Venture Grants, EITC, new board member. Details about these ideas will be discussed in committee,

The next meeting of the Marketing Committee will take place on Thursday, December 10, 2020 at 7:30 a.m.

Development Committee:

--Nominating Committee: Pat asked for a vote to place Scott Stephan on the Board to complete Dave Murray's 3-year term. The vote was conducted and passed unanimously with a Jeffers/Smith motion.

--With so many deletions and additions to the PMEF Board roster, it was determined that new stationary will be ordered.

--Dual enrollment: Pat recommended dual enrollment funding to Millersville University for students in need, under Strong & Healthy Grants. The cost is \$500 per student. We would cover 50% of the cost with a cap of 10 students (total cost of \$2,500). This would begin with the Spring semester. After a Jeffers/Nafziger motion, the vote to go forward with this carried with a unanimous vote.

--Letter Campaign status: Pat reported that money is still coming in. The total is close to \$20,000.

--Charity Golf Scramble report: Save the date for next year: June 15, 2021. Letters to former/annual participants will go out in January.

--EITC update: \$3,300 in new funds from DH Funk & Sons, LLC.

--Legacy Update: Pat expressed his gratitude for the nice press coverage of Mr. and Mrs. Hibshman.

The next meeting of the Development Committee will take place on Thursday, December 17 at 7:30 a.m.

Superintendent's Comments: Dr. Mike shared that all schools are in at 100% except the High School. He expressed that Covid-19 cases are not the issue as much as quarantines. At one point, as many as 200 students and 20 staff members were quarantined. The hope is to have full K-12 back in some form by next week. Many of the annual holiday events have been cancelled, but some will take place in a virtual format. Dr. Mike also shared drone photos of construction progress. The photos were taken by high school student, Max Bushong. He (Dr. Mike) noted that the second phase of construction is going well.

The meeting adjourned at 8:20 a.m. after the unanimous passage of a Myers/Blank motion.

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

Respectfully submitted,

Barbara J. St. John
Recording Secretary