

Penn Manor Education Foundation Minutes November 5, 2020

President Kathy Fish called the meeting of the Penn Manor Education Foundation Board to order at 7:30 a.m. In attendance were the following: Kathy Fish, Joe Herman, Paula Howard, Robin Jeffers, Pat Kline, Mike Lechlitter, 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 giving us an update on the ELEO Donor Software status. She told us that the system is ready to go when we are.

Minutes: The minutes of last month's meeting were approved by the passage of a Nafziger/Jeffers 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. For our October report, we had \$2,531,000 in total assets. These figures continue to change due to the constant fluctuations in the market. We currently have \$180,000 in unrestricted equity and an additional \$132,000 in board designated money bringing us to a total of \$320,000 that are not allocated. We still have funds available to last us a couple years. There was no EITC in October this year. Money has been coming in for the Dave Murray scholarship. We have received \$5,000 in named endowments from the Steinman Foundation for math and science. We are still ahead for the month by \$149,000 and for the year by \$33,000. A St. John/Myers motion to approve the October expenditures and the November Finance Report carried 12-0.

Executive Director's Report: Jan started by sharing that the staff incentive gifts have been distributed. She thanked those who distributed them. They were unable to hand them out in person this year, so we had very few photos to share. A tech accessory pouch containing magnetic memo clips was given to every donor. Donors who contributed \$80 or more also received a \$10 Copper Hill gift card. Joy Meley was the winner of the drawing for the \$100 Copper Hill gift card.

--Kaleidoscope: The scholarship committee will have a kick-off virtual meeting with Emily Johannes on December 2 at 4:00 p.m. Applications will go live on January 2. We have a new \$500 scholarship sponsored by Eli Baldrige. We also have the Dave Murray scholarship added this year. Pat is working with Murray family to finalize the details of this new scholarship.

--\$5,000 STEM grant for Project Based Learning: The project has begun. Students are making their second trip to the stream to study today. We will continue to share videos and story posts as they work through this project on environmental education.

--Venture Grants: The grant committee approved and funded one grant request from the High School Agriculture department. Jan will be meeting with Dr. Lechlitter and the administration to determine who will work with buildings to focus on district needs and priorities.

--ExtraGive: The event takes place on Friday, November 20. Jan thanked Matt for setting up Board member links for peer-to-peer fundraising. She also developed a three-week schedule of social media posts. Brian is posting photos and videos of Venture grants, Strong and Healthy grants, and scholarships starting this week.

Marketing Committee: Nicki shared that ExtraGive business partners/matching donors will be featured during week 2 of our social media schedule. Week 3 will feature “Why I Give” videos. Board peer-to-peer competition will feature short videos from Board members throughout the day on November 20. The current total and number of donors will be shared in these short videos. The goal is \$20,000. A sign-up sheet for individual giving timeslots was also shared so that we can be sure to improve our chances for the special prize drawings throughout the event.

--Basketball program: Our ad will be submitted this week for the annual basketball program. We are waiting to find out if there will be a possibility of an ad for the Fall Play since this will be virtual this year.

The next meeting of the Marketing Committee will take place on Thursday, November 19, 2020 at 7:30 a.m. at Pat’s house (128 Swedesford Lane, Millersville).

Development Committee:

- Nominating Committee: Pat reported that the nominating committee met with Scott Stephan asking Scott to consider completing Dave Murray’s 3-year term. Scott is interested in doing so. We will vote on this at our December meeting.
- Dave Murray Scholarship/October 5K Run: The event raised about \$4,800!
- Letter Campaign status: Pat did not have an exact amount but said that some money did come in this month.
- Charity Golf Scramble report: Save the date for next year: June 15, 2021.
- EITC update: no change this month.
- Legacy Update: Nothing new this month.

The next meeting of the Development Committee will take place on Thursday, November 19 at 7:30 a.m. at Pat’s house (128 Swedesford Lane, Millersville).

Superintendent’s Comments: Dr. Mike shared that construction continues to come along nicely. He also shared that we have had some wonderful successes with our Fall sports teams:

- Tennis – Catherine Rabatin (sophomore) won Leagues and got third place at States.
- Cross Country - Graham Thomas (senior) won the LL League Boys Cross Country Championship. He placed third at States and earned all-state first-team honors.
- Field Hockey – The team won the LL League Championship, were Section One Champions, and competed in the State playoffs. Coach Soto also achieved his 700th win this season!

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

The next Board meeting will be on Thursday, December 3, 2020 at 7:30 a.m. in the Manor Board Room.

Respectfully submitted,

Barbara J. St. John
Recording Secretary