

PMEF Board of Directors Monthly Meeting

January 4, 2024

LGI Room – HS

7:40am

President called the meeting to order.

Those attending Carole, Pat, Brian, Phil, Scott, JoLynn, Jerissa, Mary, Kathy, Steph, Jan, Riley, Becky, Joe, Dianne

Missing - Don, Brad, Katie, Barb

- I. Becky met/reviewed Ex. Director evaluation
 - a. Updated committee lists to be reviewed
 - b. Nomination committee will meet (Brad)
 - i. Please submit any names to Brad. One opening.
- II. December Board Minutes approval:
 - a. Jerissa, Carole
- III. Marketing Committee - Katie absent (Becky/Jan presented)
 - a. Market Street update - working on students to announce
 - b. Social media contest for Alumni/Friends Night – planning stage
 - i. Goal - get more followers/likes
 - c. Constant Contact - what's next posting
 - d. Social Night for PMEF board and spouses - 1/23 Tobias/6:00pm/Contact Steph
 - e. Retire Breakfast planning has begun. May/LGI room
- IV. Finances
 - a. Pat presented in Don's absence.
 - b. EITC – more donations coming in.
 - c. Assets at a record high
 - d. Approval of finances - Scott, JoLynn
- V. Development - Pat
 - a. PMEF Decision/Procedure Calendar (revised 2/22). Jan shared/emailed and discussed our need for committee chairs and board members to be familiar with and follow this list when planning events/decision making.
 - b. Scholarship updates/discussions
 - i. Student summary instruction sheet handed out to board.
 - ii. Eventually all forms will be on PMEF Google site
 - iii. More Kaleidoscope training 1/10/24
 - iv. Meeting of scholarship chairs on 1/9/24 - work session
 - c. Venture Grants
 - i. Receiving - due 1/25
 - ii. Admin. Approval - 2/5
 - iii. Spreadsheet updating/work/record keeping – Becky/Joe

- d. EITC
 - i. Funds coming in from new businesses
 - ii. Continued work on future
- e. Letter Campaign
 - i. Updated - \$19,400 employee donations
- f. PM Friends and Alumni – 2/27
 - i. Funds for Legacy Scholarship
- g. Nominating Committee -
 - i. Meeting set - one opening
 - ii. Future names needed - 3 openings next year – give to Brad

- h. Golf Outing
 - i. Finalize brochure
 - ii. Date – 6/11
 - iii. Adjusting price – final decision pending – 1/18
- i. Legacy
 - i. Continue to give Pat ideas/brochures
- j. Dr. Gale thoughts...
 - i. Winter sports in full swing.
 - ii. State testing in January
 - iii. ½ way thru school year already
 - iv. FFA – Farm Show in January
- VI. Final thoughts...
 - a. Future work on Google platform/storage/etc by Jan/Kathy/Dianne
 - b. Encourage board to use PMEF google email address to correspond.
- VII. Adjourn
 - a. Scott/Pat