

Penn Manor Education Foundation Minutes
Thursday, March 7, 2024

Becky called the meeting of the Penn Manor Education Foundation Board to order at 7:47 a.m. in the large group instruction room at Penn Manor High School. In attendance were the following: Matt Blank, Carole Chismar, JoLynn Drexel, Kathy Fish, Dr. Gale, Joe Herman, Steph Keck, Pat Kline, Jan Mindish, Don Mowery, Nicki Nafziger, Mary Rafter, Brad Seiger, Dianne Smith, Becky Spezialetti, Scott Stephan, Barb St. John, Brian Wallace, and Jerissa Warfel. Becky thanked Kathy for all of her help with getting everyone access to Google Drive.

Minutes: The minutes of last month's meeting were unanimously approved after a Drexel/Seiger motion. They will now be sent to those on our list who are not on the Board.

Finance Committee/Financial Report: Don

Don presented the printed report and reviewed the balance sheet, Profit and Loss Previous Year Comparison, and the expenditures. We are again at an all-time high of 3.4 million in total assets. This is a change of \$413,000 over last year. We had a gain of over \$89,240 in investment income for February. Our total income for the month was \$28,500 and \$198,177 for the year. After our monthly expenses we are at a gain of \$76,429 for the month and a gain of \$284,087 for the year. A Kline/Stephan motion to approve the February expenditures and the March Finance Report carried 13-0.

Executive Director's Report: Jan

-Thank you to PMAA for providing \$3,000 funding for the Class of 2024. The Class is planning a trip to Six Flags in May.
-the Doug Maine endowment will cover the cost of a trip to New York for 28 music seniors. They will see The Lion King.

Marketing Committee: Nicki (for Katie)

-Social media: March will feature Venture grant distributions and projects.
-Market Street: six students spent a half day in the production studio at LCBC and used their equipment with the help of their staff to record spring announcements. The staff shared about their various career paths and had a wonderful career discussion with our students. The banner is now in place at Comet Field.
-Constant Contact: next message TBD.
- "Branding the Foundation": the Committee will be working on a full yearly marketing plan when they meet.
-Retiree Breakfast: May 8, 8:30 a.m., LGI room at HS. Dianne updated retiree list and labels. Invitations will be mailed mid-March. RSVP's due April 10. Frank Geist will be alumni guest speaker.

Marketing Committee will meet on March 12 at 7:45 a.m. at HS office conference room.

Development Committee: Pat/Brad

-Scholarship Update: (Jan) – application deadline is March 13. Committee members will meet for training on the updated Kaleidoscope platform on March 11 at 7:30 a.m. or March 12 at 5:30 p.m. Reading applications begins March 25. Meetings to select recipients will be in early April. Letters to invite all sponsors to the ceremony will be mailed in early April. Awards Ceremony – May 23 at 6:30 p.m.
-Venture Grants: (Becky & Joe) – \$20,000 distributed.

- Strong and Healthy: (Dianne) – spring grant applications due in March 17.
- EITC update: total \$14,100. EITC registration renewal confirmed.
- Annual Letter Campaign update: over \$25,000.
- PM Alumni and Friends Night will be at Tobias Frogg, February 27, raised over \$3,500 for PMAA Legacy Scholarship. Some new people attended, and we had a very positive response!
- Nominating Committee Report: (Brad) – There will be one opening to fill and the Committee is working on a recommendation. That recommendation will be shared in May.
- Legacy ideas to Pat, Development began to review and discuss.
- Golf “Save the Date”: June 11, 2024, is now FILLED! Lunch and dinner costs have each increased by \$1. There are three new foursomes signed up this year.
- Dinner “Save the Date”: September 22, 2024. Dinner prices have increased to \$1,100 per table and \$125 per individual.

Development Committee will meet at 7:30 a.m. on March 21 at Pat Kline’s home.

Superintendent’s Comments: Dr. Gale

Dr. Gale thanked PMEF for their support in providing Venture grants and Strong and Healthy grants. He recently hosted a group of Leadership Lancaster participants. Part of his discussion with them included information about alternative funding sources, such as PMEF. We still have a few athletes who will be moving on to compete at the State level. League athletic directors voted on the Penn Manor sports teams as the recipient of the Sportsmanship Award for the winter sports season. March 1 was the deadline for staff to announce their retirement for this year. There are 9 professional staff retiring. The Recognition Ceremony will be May 1. Outstanding Educators and Employee will also be recognized at the Ceremony.

The meeting adjourned at 8:40 a.m. after the unanimous passage of a Blank/Warfel motion.

The next Board meeting will be on Thursday, April 4, 2024, at 7:45 a.m. in the High School Large Instruction Room.

Respectfully submitted,

Barbara J. St. John
Recording Secretary