

PMEF Board Meeting Agenda for Thursday, November 7, 2024
Finance Committee will meet immediately following the Board meeting

In Attendance: Matt Blank, Carole Chismar, JoLynn Drexel, Kathy Fish, Phil Gale, Katie Hess, Steph Keck, Pat Kline, Jan Mindish, Don Mowery, Joe Herman, Nickole Nafziger, Reilly Noetzel, Mary Rafter, Dianne Smith, Becky Spezialetti, Brian Wallace, Jerissa Warfel

Absent: Brad Seiger, Scott Stephan

Call to Order & President's Comments: Pat

- 1) Long range plan update.

Approval of Meeting Minutes: Steph

The minutes of last month's meeting were unanimously approved after a Nickole/JoLynn motion. They will now be sent to those on our list who are not members of the Board and posted to the Board website.

Finance Committee/Financial Report: Don

- 1) Approval of October expenditures and November Treasurer's Report
 - a) Total Assets: \$3,676,794
 - b) Total Restricted Income: \$00
 - c) Total Restricted Expenses: \$1535
 - d) Net Income: -\$64,596
 - e) Unanimously approved after a Carole/Becky motion.

Executive Director Report: Jan

- 1) Scholarships:
 - a) 8 career applications & 3 open career applications - updated in Kaleidoscope.
 - b) Co-chairs will make additional tweaks then share with the committee to review.
 - c) Expect funding for the new endowed \$1500 Healthcare scholarship.
 - d) Spoke with CTC students about Trades & Healthcare applications.
- 2) ExtraGive 2024: Nov 22
 - a) Target to increase # of donors. Outreach to alumni. "Why I support PMEF" videos.
 - b) Happy Hour at Bert & the Elephant, 5 PM- 9PM Receive \$1 on each draft & pretzel
- 3) Legacy Scholarships:
 - a) Expect \$1000 from Class of '74 for 2 Legacy scholarships, \$500 from Class of 1955 for S&H.
- 4) Holiday Concert Schedule:
 - a) Script and sign-up available

Marketing Committee: Nicki/Katie

- 1) Social Media:
 - a) Distribution of staff incentive gifts posted on social media. Thanks to all who helped.
 - b) November will promote staff donations, ExtraGive
- 2) Promote ExtraGive on Constant Contact
- 3) Presence at Homecoming and Trunk or Treat

Marketing Committee will meet at 7:30 am, November 14, at Jack's Restaurant

Development: Pat

- 1) Venture Grant Update: Becky, Joe and Carole
 - a) Nov 6, the committee reviewed 20 total grants, resulting in the approval of \$35,414 in grants
 - b) Distribution will occur in mid-November with funding letter & Powered by PMEF posters
- 2) Strong & Healthy Grants: Dianne, December 6th winter grant funding cycle
- 3) Nominating Committee

- a) Please provide Brad or Jan any names of potential new board members
- 4) Charity Golf Scramble Date Saver: June 10, 2025
- 5) Legacy Update:
 - a) Survey of top donors over 5 years
 - b) Please look over the link sent by Scott and get back to him with any businesses with which you have contacts

Development Committee will meet at 7:30 am, November 21, at Jack's Restaurant

Superintendent Comment : Phil

- 1) Highlighted the funding work of the PTOs across the Elementary schools.
- 2) December 6th official naming of the 'Harry Frey Athletic Gym'

SUPPLEMENTAL REPORTS:

Audit: Don Mowery
EITC: Scott Stephan
Faculty: Carole Chismar
Legacy: Joe Herman/Claudia Himes
Membership: Mary Rafter/Reilly Noetzel
Nominating: Brad Seiger
Strong & Healthy: Kaite Hess/Dianne Smith
Scholarship: Jan Mindish/Dianne Smith/Barb St John
Venture Grants: Joe Herman/Becky Spezialetti/Carole Chismar

Next Meeting: Thursday, December 5, 2024 at 7:30 a.m., Manor Board Room
Executive Committee will meet immediately following the December Board meeting

The meeting adjourned at 8:23am with unanimous approval after a motion by Nickole/Jerissa.

Respectfully submitted,

Stephanie Keck
Recording Secretary