

**PMEF Board Meeting Minutes for Thursday, February 6, 2025**  
Finance Committee will meet immediately following the Board meeting

***Please note, this meeting was conducted virtually due to weather conditions.***

**In Attendance:** Matt Blank, Carole Chismar, Jolynn Drexel, Kathy Fish, Phil Gale, Joe Herman, Katie Hess, Steph Keck, Jan Mindish, Don Mowery, Nickole Nafziger, Reilly Noetzel, Mary Rafter, Brad Seiger, Dianne Smith, Becky Spezialetti, Scott Stephan, Jerissa Warfel

**Absent:** Brian Wallace

**Call to Order & President's Comments: Brad**

- 1) Long range plan:
  - a) Feedback on January 23 Retreat and moving forward
  - b) Discussed plans for moving forward; action items will be included in future meetings
    - i) 1<sup>st</sup> step to work on consent agenda.

**Approval of Meeting Minutes: Steph**

- 1) The minutes of last month's meeting were unanimously approved after a Matt/Scott 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) Review of January expenditures and approval of Treasurer's Report
  - a) Total Assets: \$3,893,288
  - b) Total Income: \$93,853
  - c) Total Restricted Expenses: \$4,731
  - d) Net Income: \$149,042
  - e) Unanimously approved after a Pat/Becky motion.

**Executive Director Report: Jan**

- 1) Scholarships:
  - a) Kaleidoscope application deadline is March 13.
  - b) Meetings scheduled at HS for students needing help. Spoke with Senior Class. 75 apps completed or in progress.
  - c) Co-chairs revising scholarship reviewer procedures.
- 2) ExtraGive 2024:
  - a) Will receive \$21,839.11. (\$20,745.72 donations, plus \$100 prize, plus our share of stretch pool, \$1,140.96, minus fees.)
  - b) \$197 being given from Bert and the Elephant, our evening host
- 3) Thanks to "In Memory of Gifts" for Dick Hibshman, Harry Frey, Ken Deubler & Bill Forrey, PMEF has received over \$5,000 in donations.

**Marketing Committee: Nicki**

- 1) Social media:
  - a) February will feature Alumni & Friends Night, Grant projects and new scholarships
- 2) Retiree Breakfast:
  - a) Set for May 7. Planning in progress - updating retiree roster, revising invitations

***Marketing Committee will meet at 7:30 am, February 13, at Jack's Restaurant***

**Development: Pat**

- 1) EITC Update: Scott
  - a) 6 partners = \$48,600.
- 2) Venture Grant: Becky, Joe, Carole

- a) Spring grants, as submitted by the sub-committee, were approved for this cycle.
- 3) Strong & Healthy Grants: Dianne
  - a) Spring grant cycle deadline March 17.
  - b) Additional funding of \$300 was requested for high-school dual enrollment was approved unanimously.
- 4) Alumni & Friends event: Steph & Katie – February 26, 4:00-9:00 pm at Tobias Frogg.
- 5) Nominating Committee: Share names with Brad or Jan
- 6) Legacy Update:
  - a) Committee met 1/27, revised survey, will review at Feb Dev & submit for board approval at March 6 meeting.
  - b) Plan to send via Constant Contact week of March 10.
- 7) Charity Golf Scramble **Date Saver:** June 10, 2025
- 8) Annual Dinner Gala **Date Saver:** September 21, 2025

***Development Committee will meet at 7:30 am, February 20, at Jack's Restaurant***

**Meeting adjourned at 8:15, after a Jerissa/Pat motion.**

**SUPPLEMENTAL REPORTS:**

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

***Next Meeting: Thursday, March 6, 2025 at 7:30 a.m., Manor Board Room***

Respectfully submitted,  
 Stephanie A. Keck  
 Recording Secretary