

PMEF Board Meeting Minutes Thursday, July 2nd, 2026

In Attendance: Carole Chismar, Kathy Fish, Katie Hess, Joe Herman, Claudia Himes, Steph Keck, Pat Kline, Wendy Letavic, Jan Mindish, Brad Sieger, Michele Siple, Dianne Smith, Taylor Skelly, Scott Stephan, Jason Stover, Jerissa Warfel, Mary Beth Williams, Randi Wolf

Absent: Phil Gale, Don Mowery

Call to Order & President's Comments: Pat

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- Thank you, Brad
- Welcome New Members
- 25-26 Results
- 26-27 Goals

Consent Agenda

- **Minutes** of June 4, Board meeting: Steph

Development Report: Pat

- Annual Gala (Jerissa): Date saver 9/20/26 at Drumore Estate.
- Venture Grants (Carole/Coach): Total distributed for fiscal year: 57 grants/\$141,390.59 (refund of \$1,396 for a net amount of \$139,994.59). Recommended '26-'27 budget is \$150k.
- EITC (Scott): 2026 app approved. \$53,500 in EITC donations
- Opening Day (Jan): Over 200 donors and over \$16K committed. Date saver: 8/17/26. Final discussion at August meeting-of-the-whole.
- Strong & Healthy: Total distributed for fiscal year: \$66,341.00. Recommended '26-'27 budget is \$75k.
- Scholarships (Jan/Dianne): 5/21/26 Senior Awards Night was a great success. 111 scholarships totaling \$139,150 administered by PMEF. Thank you, Jan, and Scholarship Committee!
- Annual Letter Writing Campaign: Thank you to all of you for signing the solicitation letters and to Jan, Dianne and Kathy for all the upfront work preparing the mailing lists. Letters will be mailed 7/1/26.

Date Saver Summary:

7/15: Board Social
8/17: Opening Day
9/20: Annual Gala

Development will meet 07/16/26 at 7:30 a.m. at Jack's

Marketing Report: Claudia

- **Social Media:** July posts will feature grant projects, Dinner Save-the-Date, intro to new board members, and "where are they now" stories of a past scholarship recipients

- **Promotional items:** identified preferred items for thank you gifts and giveaways, allowing us to take advantage of sale opportunities.
- **Brochure redesign:** creating a sub committee to review photos and revise text in correlation with video presentation with a goal to have an updated hand out for August community events, the stadium event as well as Millersville Night Out.
- **Newsletter** preparing for late August printing
- **Market Street Sports** reviewing contract
- **Backdrop:** researching options to replace structure or entire back drop. needs to be easy to put up and take apart, able to withstand outdoor use
- **Calendar** (potential events for 2026-27, consider with Strategic Objective #2 discussion)

July 15 Board Mixer at Newtown, 6 – 8, everyone and partners

Aug. 4 Millersville Night Out, 7-8:30, 5 people from 5:30 – 7, (rain date Aug. 5), give aways, activities for kids

Aug. 9 Penn Med. Stadium event, 12 – 4, 3 people 11:30 – 2, 3 people 2 - 4:30, school supplies give away

Aug. 17 Opening Day High School, attend if you can

Sept. 20 Gala at Drumore, everyone encouraged to attend

Oct.? Trunk or Treat, 3 -4 people

Nov. 20 Extra Give, everyone encouraged to participate

February Spirit Night?

March Donor Reception?

May 5 Retiree Breakfast

May 20 probable date for Senior Awards

June Charity Golf Outing

June Letter Signing

Marketing will meet 07/16/26 at 8:15 a.m. at Jack's

Executive Director Report: Jan

- Scholarship update: Scholarship Committee met on June 11, to review process prior to meeting with Kaleidoscope on July 7, to discuss several changes and confirm next year's contract. We are considering ways to involve the PMHS staff in our review process next year to shorten the amount of time we spend reviewing applications.
- Committee Sign-up: Review 2025-26 list, consider where you think you can best contribute in the coming year.
- Updated Board Contact list: Review your contact information and alert staff to any necessary changes.
- Met with Foundation Executive Directors on May 18, to discuss common issues. Plan to meet this summer. Will also meet with Hempfield ED this summer to discuss Clark funding strategy. I included 2 paragraphs from an article in the June 28, LNP, "Part of the American Story, Foundations: facing challenges." Included at end of minutes.

Consent agenda unanimously approved after a Scott/Randi motion.

Finance Committee/Financial Report: Pat

- Total Assets: \$5,365,791.21
- Total Income: \$1,014,972.14
- Total Expense: \$8,810.95
- Unanimously approval of May expenditures and June Treasurer's Report after a Scott/Claudia motion.

Discussion items:

- **Golf Scramble:** Brad
 - Great success! Thank you, Brad, and team
 - Revenue of roughly \$11,000
- **Governance Committee:** Steph
 - Steph, vote on member changes for 2026-27
 - Will bring final member vote to the August meeting
- **Strategic Objective #2: Invest in our Community:** Randi
 - Board social date saver-- 7/15/26 at New Town from 6:00 – 8:00 p.m.

Next Meeting: Thursday, August 6th, 2026, at 7:30 a.m., Manor Board Room

The meeting adjourned following unanimous approval after a Jerissa/Katie motion.

Mission statement:

PMEF is a nonprofit community-based organization dedicated to providing opportunities for Penn Manor students and securing a better community for everyone.

Excerpts from "Part of the American Story, Foundations: facing challenges" June 28, 2026 LNP

Most people think that foundations like us deal with money and donors. We really don't. We deal with relationships and trust. That's our commodity. That's what we earn. That's what we save. And that's what we contribute back to the community.

Generosity cuts across everybody. . . community foundations offer a way for everyday people – not just the largest, wealthiest people – to participate in the change they want to see in their communities.