

Pana Community School District #8

Pana Educational Foundation Committee Minutes

Date: February 19, 2014

Time: 7:10 AM

Location: Pana Unit 8 School District Office

Call To Order By: Rebecca Carter-Beeson

Roll Call: Members present were Rebecca Carter-Beeson, Rosemary Carlson, Jay Dunseth and Al Stupek.

Members Absent: Jim Downs, Dennis Ishmael and Rhonda Weideman

Superintendent Present: Yes

Visitors: None

**Approval of Minutes:** Dunseth made a motion to approve the minutes from the PEF January 15, 2014 meeting seconded by Carlson. All Yes.

**Treasurer's Report:** Dr. Lett reported in Jim Downs' absence that the PEF regular checking account balance as of January 31, 2014 was \$55,989.22. We have \$1,250 in outstanding checks issued to scholarship winners. Dr. Lett explained that the discrepancy in the check book referred to in the January 2014 meeting minutes as a .01 typing error in Jim Downs' text to Dr. Lett and an outstanding \$250 item.

Dr. Lett reported that we hope to have the combined balance reporting procedure turned over to Jennifer Holthaus (part time clerical worker) in the near future.

Stupek made a motion to approve the Treasurer's report and motion was seconded by Carlson. All Yes.

### **Old Business:**

Dr. Lett's frustration with the 501©3 recertification is growing. He feels we are getting closer, but we still have some problems to work out. Mike Trexler is preparing a cover letter addressing our concerns and will forward it to Dr. Lett in order to deliver it to Rodney Davis' office. It was also learned that the PEF needs to file a 990 Form by March 22, 2014 with the Attorney General's office.

### **Committee Reports:**

- 1) Scholarship** – All checks have been written.
- 2) Courtyard** – Nothing to report

**3) Mini-Grants** – Becky and Dennis were at this past week’s Teacher’s Institute to take pictures of mini-grant recipients. Pictures will be released to the Pana News for publication. Becky will present Dr. Lett with a symbolic check for total mini-grant awards this Friday, February 21, 2014 at halftime of the home varsity boys’ basketball game against Piasa Southwestern.

**4) Publicity** – Dr. Lett presented a copy of the PEF newsletter and pointed out that the newsletter was not printed on glossy paper and could not be mailed through the post office. We have approximately 4,600 copies of the newsletter. Our contingency plan is to place the newsletter in every Pana News paper, send home with all K through 6<sup>th</sup> grade student, mail to all Wall of Fame members and to place at local club affiliates or businesses where applicable.

**New Business:**

None to report.

Next PEF Board meeting is set for Wednesday, March 19, 2014 at 7:00 AM at the Pana CUSD #8 office.

Motion to adjourn was made by Dunseth seconded by Carlson. All yes.

Meeting adjourned at 7:48 AM.