

Pana Community School District #8

Pana Educational Foundation Committee Minutes

Date: May 17, 2017

Time: 7:02 AM

Location: Pana Unit 8 School District Office

Call To Order By: Rebecca Carter-Beeson

Roll Call: Members present were Rebecca Carter-Beeson, Sarah Burris, Dennis Ishmael, Tom Morrell and Al Stupek.

Members Absent: Mike Cothorn and Anne Dorn

Superintendent Present: Dr. Lett was present

Visitors: None

**Approval of Minutes:** Ishmael made a motion to approve the minutes from the PEF April 19, 2017 meeting seconded by Morrell. All Yes.

**Treasurer's Report:**

Tom Morrell gave the Treasurers Report.

1. Regular checking account balance as of 4-30-17 was 90,449.44.
  - a. Checkbook on 5-17-2017 shows \$87,923.94.
2. Total fund balance for PEF as of 4-30-2017 was \$224,815.16.
3. Notable Bills to Pay
  - a. \$29.77 to County Market for Business Showcase desserts.
  - b. \$500.00 to the recipient of the Ben and Lorraine Kramer Scholarship.
    - i. The Kramers use the PEF as a conduit to fund this scholarship.
4. Checks previously written
  - a. \$1,000.00 to Pana High School for Max and Zona Sahr recipient.
    - i. High School will then right check to the recipient.
    - ii. The Sahrs use the PEF as a conduit to fund this scholarship.
  - b. \$188.20 to Pizza Man for Business Showcase meal.
  - c. Late fee from the Pana News for a previous bill has been removed by the Pana News.
  - d. \$15.00 check to the State of Illinois is still outstanding.
  - e. Smart Buddies Program
    - a. Dr. Lett reported that Carol Schramm made a \$100 retirement contribution in Dr. Lett's name to the Smart Buddies Program.
  - f. Funds Balance Report

- a. Dr. Lett has asked Jennifer Holthaus to create another line item on the PEF's Funds Balance Report for the Spring Fundraiser dinner.

Motion was made to approve the Treasurer's report by Ishmael and seconded by Burris. All Yes.

## Old Business

### Committee Reports:

1. Scholarship – Becky and Gayle McRoberts within the next week and go over applications.
2. Courtyard – Nothing to report
3. Mini-Grant – Becky will present pitch at year-end teachers meeting on May 24, 2017.
  - a. Becky to thank teachers for their support and efforts with the PEF Spring Fundraiser dinner and the Subway Fundraiser
4. Publicity –
  - a. Business sponsor showcase was a success bit we will work on getting more community involvement in the future.
  - b. Spring Fundraiser dinner netted \$2,525.50
    1. A special thanks to Carder Burris for his help.
  - c. Sarah will report on the Subway fundraiser at a later date.

## New Business

1. Becky to get an early start on ordering T-shirts for students to wear at the Pana Labor Day Parade.
2. PEF Annual Meeting is set for Friday, June 2, 2017, at 7:00AM

Next PEF Board meeting is set for Friday, June 2, 2017 at 7:00 AM at the Pana CUSD #8 office. (PEF Annual Meeting)

Motion to adjourn was made by Stupek and seconded by Burris. All Yes.

Meeting adjourned at 7:28AM.