

Pana Community School District #8

Pana Educational Foundation Committee Minutes

Date: October 16, 2013

Time: 7:05 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, Jim Downs, Jay Dunseth Dennis Ishmael, Al Stupek and Rhonda Weideman.

Members Absent: None

Superintendent Present: Yes

Visitors: None

Approval of Minutes: Dunseth made a motion to approve the minutes from the PEF September 18, 2013 meeting seconded by Weideman. All Yes.

Treasurer's Report: Jim Downs reported that the PEF regular checking account balance as of September 30, 2013 was \$44,018.73.

1. Downs reported that we still owed \$63 to the Pana News for raffle tickets and \$235.88 to the school district for refreshments from the Technology Showcase and postage. Stupek made a motion to approve the Treasurer's report and motion was seconded by Carlson. All Yes.
2. Dr. Lett reported that Jennifer Holthaus is now working as a part time clerical worker for the PEF.
3. Dr. Lett reported that there is nothing new to report on our 501©3 status which is probably attributed to the government shut down.

Items Discussed:

Committee Reports:

- 1) **Scholarship** – Nothing to report.
- 2) **Courtyard** – Stupek reported that the PHS Class of 1976 dedicated a panther statue on the north end of the football field before this past homecoming football game against Greenville on October 4, 2013.
- 3) **Mini-Grants** – Dennis Ishmael reported that we have 25 applications for mini-grants of which about half are technology oriented. We received 22 applications last year. Several of these requests are ongoing projects from the

past. It is thought that we should be able to fund this year's approved mini-grants with our website business sponsorships along with the funds left to the PEF from the Ruby Munzenmeir estate. Dennis will meet with Jessica Miller on technology requests to see if there are any savings can be realized from her contacts. Dennis will have recommendations for approval at our November, 2013 meeting.

4) Publicity – Nothing to report.

New Business:

Dr. Lett presented a sample "Conflict of Interest" policy that Mike Trexler suggested we formulate in conjunction with our June 2013 meeting. Motion to approve the policy was made by Ishmael and seconded by Dunseth. All Yes.

Heather Phillips addressed donor status concerns from accumulated giving. The PEF has a Donor Board and a Memorial Board. Memorials need to be over \$100 to be listed on the Memorial Board.

It was decided that for public relation reasons, all donors for individual causes will be logged under individual giving status.

We need to contact Wil Beyers about our next newsletter which we hope to have out in January. We will discuss further at our November meeting.

Dr. Lett stated that we need to get going on our November donor letter.

Scoring for Education letters need to go out soon.

Fall fundraiser raffle tickets need to be turned in by Wednesday, October 23, 2013.

Rosemary Carlson left meeting at 7:50.

Next PEF Board meeting is set for Wednesday, November 20, 2013 at 7:00 AM at the Pana CUSD #8 office.

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

Meeting adjourned at 7:58 AM.

