

PMAA Meeting Minutes

July 7, 2016

Opening

The regular meeting of the Penn Manor Alumni Association was called to order at 6pm on July 7, 2016. Members present were Jan Mindish, Judy Duke, Fred Wilds, Cindy Rhoades , Becca Carver, Harrison Wallace, Melissa Ostrowski

Approval of Agenda

The agenda was unanimously approved as distributed.

Approval of Minutes

There were no formal minutes from our prior April meeting due to resignation of Gillian Graham.

Announcements

- Thank you to Frank, Cindy, Jan for all the work on the upcoming Chatter
- Date for Athletic Wall of Honor has been set for Friday January 6th, 2017

Open Issues- Homecoming

Arrangements for the Friday, October 14th Homecoming Football Game were discussed.

- Melissa will get approval from MU for the tent set up and work with Bob Herr on tent
- Cindy will work with Michael on generator, tent lights, folding tables, chairs
- Cindy will order 150 umbrellas to give away
- Cindy will bring entry forms, basket to collect entries, copies of most recent Chatter, clipboard, pens, PMAA banner
- Cindy will order footballs and pom poms for the “children’s giveaway”
- Melissa will have PA announcements created
- Judy will bring a cash box and check on getting a roll of plastic/tablecloth
- Cindy will inventory leftover scarves/ice scrapers/ and identify 15-20 to use for alums who join that evening
- Melissa will contact Nicki Nafziger to see if she would provide a small prize basket from Agape Care for the new member drawing

- *We did not finalize what we want to do for the 3 drawing prizes—I had proposed we use \$100.00 to purchase gift cards from 3 local businesses----- Can you please chime in on this?*
- Jan will coordinate the Ed Foundations participation at the tent again this year
- Jan, Cindy, Becca, Melissa, Harrison are able to work the tent. *Let us know if you can attend as well*

New Business

Cindy presented an ad to be used in the fall football program. Edits were made and the ad was approved.

Becca agreed to become the Facebook administrator. Melissa will work with Charlie to get this switch made.

Judy presented details of the proceeds from our 5 year CD coming due. It was approved that the amount would be transferred to our Raymond James investment account.

The district has hired some temporary transportation staff. It was discussed and approved that the district should use the area designated for PMAA as needed. Melissa will notify Mike and Chris. Cindy will keep the PMAA laptop in her space at district office.

Phil Gale has asked that we remove the framed photos and yearbooks from the Alumni Room over the summer. Jan will check with Mike to see if there is storage space in the PMSD Barn. If there is not, Cindy LaMaster offered to store in her home for now.

There was a discussion on how to engage all alumni. It was agreed that various age groups of alumni may be seeking and drawn to different kinds of events. In an effort to provide different avenues to engage alumni the following calendar has been planned for the year.

- August 2016 - Chatter Mailed with membership renewal information
- September 13 - General Meeting—PMHS Library 6pm - Jan will get building contract
- September – PMAA Social at Copper Hill - outdoors – Becca will work on this
- October 14 - Homecoming Tent – Football Stadium
- November 1 - General Meeting- PMHS Library 6pm - Jan will get building contract
- November – PMAA Social at The Barn Door
- January 6th - Athletic Wall of Honor
- January 2017 - Chatter Mailed
- February 28 - General Meeting - PMHS Library 6pm- Jan will get building permit

- March - PMAA Social –TBD
- Fall 2017 – 1st Annual Alumni Breakfast at PMHS
 - Purpose is for social enjoyment.
- Spring 2018 - Distinguished Alumni Reception and Student Assembly
 - This will occur on a Friday - Date TBA
 - This will occur every other year during the school year not to coincide with the Athletic Wall of Honor
 - Purpose is to focus attention primarily on award winners and allow them to be celebrated and connect with current students.
 - The reception for the Distinguished Alumni and their guests would be scheduled off site as an evening cocktails and appetizers social. It would be scheduled in coordination with a student assembly at the HS during the day.

Agenda for Next Meeting

Review of Bylaws - particular attention to leadership structure and general meeting guidelines

Review of guidelines for acknowledging new members and donors.

Set plans for location of 3 PMAA socials for the year

Selection of Distinguished Alumni

Alumni reception and Assembly plans

Adjournment

Meeting was adjourned at 8:00 by Melissa. The next general meeting will be at 6pm on September 13, 2016, in the PMHS Library.

Minutes submitted by: Melissa Ostrowski