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TOWN OF BURLINGTON

Scholarship Fund Committee

MINUTES OF April 28, 2021

Approved June 1, 2021

Members Present: Chair Sheila Fitzpatrick, Vice Chair Gina Leary, Rosalyn Minassian, William Boivin, Kent Moffatt

Members Absent: Joseph Attubato, Jennifer Kosses

1. The meeting was called to order at 6:34 pm.

- a. The minutes of the 4/20/2021 meeting were approved 5-0-0

2. Citizens' Time - No one was present

3. Determination of scholarship recipients

- a. The final scores were tallied and reviewed. Three clear winners were identified. Since all identifying information had been redacted, the winners were only known to the committee as #3, #12, and #58.
- b. That information will be forwarded by Sheila to Joe Attubato. He will identify the winners by name and announce them at the awards ceremony.
- c. Sheila will also remind Joe of the award letter verbiage previously discussed.
- d. After awards night, Gina will announce the award winners on social media. Hopefully we can get photos and brief bio of each for that posting.

4. Other items

- a. We plan to add text to the application form authorizing release of photos of applicants if selected.
- b. Next meeting will involve discussion of ways to improve the process especially the section on awards/recognition. More instructions are needed on the work/volunteer section and activity/sports section. Not all students are providing details on actual amount of involvement. That makes it difficult to score.
- c. Perhaps there is software used by other scholarship committees in the area that better capture some of this information.



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- 5. Schedule next meeting and plan agenda**
 - a. Next meeting June 1 at 6:30 pm

- 6. Adjourn**
 - a. Meeting was adjourned at 7:02 pm