

**Town of Provincetown
John Anderson Francis Family
Scholarship Committee
Meeting Minutes – October 7, 2013
Provincetown Town Hall**

Chairman Bill Schneider convened the meeting at 3:07 PM noting the following additional members present: Mary Ann Cabral, Olympia Ciliberto, Eleanora Irving and Robert Speiser.

Chairman Schneider distributed thank you notes received from previous scholarship recipients.

There were no public statements.

The Committee discussed the proposed procedures to administer scholarship applications beginning with the 2014 academic year.

MOTION: Move to approve the procedures as amended for administration of the John Anderson Francis Family scholarship awards following the closure of Provincetown High School.

Motion by: Mary Ann Cabral; Seconded by: Robert Speiser Yea: 5 Nay: 0 Abstain: 0

The Committee discussed the proposed changes to the summary document concerning scholarships, which is currently included on the Town's website.

MOTION: Move to approve the changes to the summary document concerning scholarships and request this revised document be included on the Town's website, such request to be made by the Scholarship Committee chair to the Town's website administrator.

Motion by: Mary Ann Cabral; Seconded by: Robert Speiser Yea: 5 Nay: 0 Abstain: 0

The Committee discussed the revised scholarship application prepared by Scholarship America.

MOTION: Move to approve the revised scholarship application and communication to Cape Cod high schools regarding the John Anderson Francis Family Scholarship Fund and request this information be sent by the Scholarship Committee chair to the guidance office contacts at all 13 Cape Cod public high schools.

Motion by: Mary Ann Cabral; Seconded by: Eleanora Irving Yea: 5 Nay: 0 Abstain: 0

Chairman Schneider provided an update on the funds available for awarding scholarships as reflected in an email from Provincetown Treasurer Linda O'Brien.

The Committee discussed a timeline regarding community outreach concerning the revised procedures for administration of the scholarship awards.

Chairman Schneider provided an update received from the Town Clerk regarding appointments to the Scholarship Committee that are expiring at the end of the year.

At 3:34 PM, the Committee adjourned into Executive Session to review the scholarship disbursement requests received graduates of Provincetown High School who have continued their education.

The Committee reviewed the 11 completed applications received from scholarship recipients requesting disbursement from the John Anderson Francis Family Scholarship and Captain Joseph F. Oliver Scholarship funds.

MOTION: Move to award nine scholarships in the amount \$1,000 to each of the nine students who had a grade point average of 3.0 or higher and one scholarship in the amount of \$500 to the student who had a grade point average of less than 3.0. A total of \$9,500 will be disbursed from the Captain Joseph F. Oliver Scholarship Fund. Move to also award nine scholarships in the amount \$1,000 to each of the nine students who had a grade point average of 3.0 or higher and two scholarships in the amount of \$500 to each of the two students who had a grade point average of less than 3.0. A total of \$10,000 will be disbursed from the John Anderson Francis Family Scholarship Fund.

Motion by: Mary Ann Cabral; Seconded by: Olympia Ciliberto Yea: 5 Nay: 0 Abstain: 0

A meeting will be scheduled in February to review the disbursement requests received from the Class of 2013.

Chairman Schneider read the draft minutes from the Committee's meeting.

MOTION: Move to approve the minutes of the October 7, 2013 meeting of the John Anderson Francis Family Scholarship Committee.

Motion by: Olympia Ciliberto; Seconded by: Eleanora Irving Yea: 5 Nay: 0 Abstain: 0

The meeting was adjourned at 4:09 PM.

MINUTES APPROVED

A handwritten signature in black ink that reads "Bill Schneider". The signature is written in a cursive, slightly slanted style.

Bill Schneider, Chair
October 7, 2013