

Scholarship and Trust Administration Committee Minutes of October 08, 2020 Meeting

This was a Remote Participation Meeting per Governor Baker's Orders.

The meeting convened at 3:03 P.M. The following members were present: Olympia Ciliberto, Ngina Lythcott, David Moulton, Julia Perry, and Lory Santos.

1. There were no members of the public on the call.
2. There were 7 applications received. It was determined that 1 was incomplete – in that it was not completely filled out or signed. Several applications had unofficial, rather than official, transcripts – but that was waived due to the limitations imposed by the pandemic. It was determined that the Chair would point out that requirement to the students in her award/notification letters, along with pointing out that there was a new application form.
3. After discussion the following Scholarships were awarded to 6 students currently in college or graduate school:
 - To Mary Burns, \$3,500 from the Captain Joseph Oliver Scholarship;
 - To Mackenzie Edwards, \$7,000 from the John Anderson Francis Family Scholarship and \$1,000 from the Captain Joseph Oliver Scholarship;
 - To Aleksandar Isailovic, \$1,000 from the John Anderson Francis Family Scholarship (the amount was limited due to the fact that he has only one class to take in the coming semester);
 - To Brenden Kaeselau, \$3,500 from the Captain Joseph Oliver Scholarship;
 - To Nathan Balk King, \$3,500 from the Captain Joseph Oliver Scholarship;
 - To Katarzyna Sapinska, \$7,000 from the John Anderson Francis Family Scholarship and \$1,000 from the Captain Joseph Oliver Scholarship.

All proposed by Julia/seconded by David, approved by a vote of 5-0-0.

Mary Burns, Brenden Kaeselau, and Nathan Balk King were not eligible for the John Anderson Francis Family Scholarship because all completed 8th grade outside of Provincetown.

4. The Committee authorized the Chair to send Award Letters after the scholarships are approved by the Board of Selectmen.
5. There was a general discussion about the need to fundraise for the Town Scholarship:
 - i. The Chair read from the authorizing law (MGL Part I, Title IX, Chapter 60, Section 3C), that a request for donations can be included with the Property Tax bill. She read draft language for such a flyer, which was unanimously approved by the Committee, to be sent to the Collector's Office. She also read that the award of the

Town Scholarship should consider financial need and community work as well as academic record, which was a question the Committee had been discussing.

ii. The Town Scholarship Fundraising Subcommittee asked for consensus from the Committee that funds should be raised for an endowment. It was decided that the first \$5,000 to \$10,000 raised would be set aside for next year, and the remainder put into an endowment.

iii. The Committee discussed various ways to fundraise – including preparing a brochure to mail out and otherwise distribute, requests to likely individual donors, and contacting Town business organizations that contribute to Town causes. It was agreed that the Subcommittee would continue to meet, assisted by other members of the Committee as needed.

6. The Minutes from the last Meeting were not appropriately distributed, so their approval was postponed.

7. The next deadline for applications is February 1, but since they are applications showing only that students who were awarded Scholarships as graduating Seniors have successfully completed their first semester, the confirmation of awards will be conducted by the Chair without a meeting, in accordance with a prior vote of the Committee.

8. The next deadline after that is May 15 (changed from April 15 on the new application form) for graduating Seniors. The next meeting will be scheduled thereafter.

9. The Committee approved the rewrite of the Application by Lee and Julia, 5-0-0

The meeting was adjourned at approximately 4:05.

Submitted by the Chair and Secretary, Julia L. Perry