



Town of Belchertown
SCHOLARSHIP COMMITTEE
School Central Office
14 Maple Street
Belchertown, MA 01007
Tel: 413-323-0425

Final Minutes of January 16, 2019

Members Present: K. Coffin, Erica Rose, Lisa Aiken, Ruby Bansal, Donna Lusignan. Minutes prepared by Clerk K. Coffin and D. Lusignan

5:32pm –Open Meeting

- Minutes – R. Bansal motioned to accept the minutes of December 17, 2018 as written, E. Rose seconded. Vote: 3:0:1
- **Discussion Items/Updates:**
Scholarship Fund Account Balance: as of January 16, 2019 is \$3830.97
Private Donation Match Challenge- \$1522.95
Total Account Balance: \$5353.92
- **Match Challenge Info-Update:** D. Lusignan made contact with the private anonymous donor as to the current amount collected. The donor was very happy to hear of our ongoing endeavors and looks forward to sending a check to honor his commitment.
- **Meeting with BOS Liason:** D. Lusignan met with the committee's Board of Selectmen Liason Mr. Edward Boscher on January 2, 2019 requesting a small announcement be made at the end of the Board of Selectmen Meeting held on Monday, January 14, 2019, as to the committee's work.
- **Annual Town Report:** D. Lusignan submitted the Scholarship Fund Committee Annual Town Report on Friday, January 11, 2019. (Deadline: 1/15/2019).
- 6:34pm –L. Aiken joined the meeting.
- **Member vacancy:** Currently, the committee has one seat vacant from the High School Council. K. Coffin will reach out to potential members.
- **Action Items:**
Scholarship Committee Website: Currently, the Scholarship Application is posted on the BHS website in Google docs. format. At the committee's request, K. Coffin has reached out to the IT Dept. to ensure editing would be allowed by applicants only and to have the rubric posted for 2019 to allow students the chance to view how the committee reviews the submitted criteria.

Revise Scholarship Application, Cont'd: The Committee made revisions to the 2019 application and finalized the document with direct correlation to the rubric. R. Bansal made the motion to accept the final version of the 2019 Scholarship Application, E. Rose seconded. All in favor 5:0. In addition, the committee made revisions and finalized the rubric that will also be posted online along with the student application. L. Aiken made a motion to accept the final rubric, R. Bansal seconded. All in favor 5:0.
- 7:04pm: R. Bansal made a motion to adjourn the meeting. L. Aiken seconded. All in favor 5:0.

