



Town of Belchertown
SCHOLARSHIP COMMITTEE

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

Final Minutes of September 19, 2018

Members Present: Karol Coffin, Ruby Bansal, Lisa Aiken, Lorraine Alves, Erica Rose, Donna Lusignan.
Minutes prepared by joint-clerks K. Coffin and L. Alves.

5:30 p.m. – Chairman D. Lusignan called the meeting to order

- Minutes: L. Alves made the motion to approve the minutes of July 18, 2018 as amended. Lisa Aiken seconded. Vote unanimous 6:0
- Discussion Items:

Welcome New School Committee Member: The Scholarship Committee welcomed its newest member, Ms. Ruby Bansal, who will be serving as the Belchertown School Committee Representative.

Scholarship Fund Account Balance Update: The committee decided to award three \$1000.00 scholarships leaving a nominal balance for next year's awards. The committees beginning 2018 balance was \$6700; as of September 18, 2018 was \$3816.99.

Disbursement of Scholarship Funds: All three scholarship award recipients have provided proof of tuition, as part of the application process and have each received their \$1000 check award.

The Olive Bridge Fund: Through research provided by K. Coffin, it has come to light this foundation was an ongoing scholarship contributor directly to the Belchertown High School through the aid of Ms. Christine Vigneux, and ending in year 2014. The foundations representative has since reached out to Chairman Lusignan stating his interests would now be redirected towards the Scholarship Fund Committee and requested the 501c3 contributable tax deductible forms in order to contribute properly under tax laws, as he had done in the past. D. Lusignan provided him with the necessary compliant documents obtained from the towns Treasure/Collector. In addition upon his request, D. Lusignan forwarded the most recent tax bill insert to keep him posted on the committee's efforts. D. Lusignan will report any forthcoming activities from The Olive Bridge Fund to the committee.

- Action Items:
 - 2nd Quarterly Tax Bill Insert: D. Lusignan submitted the committees insert to the towns Treasurer/Collectors Office which will be included in the October mailing. Last year D. Lusignan submitted tax inserts for 4 out of the four quarters.

Revise FAQ Insert: The Committee concentrated on revising the “Frequently Asked Questions” (aka FAQ sheet) for a variety of future uses. This discussion included the possibility of an agency fee for donating on line for a scholarship. D. Lusignan will speak to the Town Treasurer.

- Next Meeting: The next meeting was set for Wednesday, October 17, 2018 at 5:30 p.m. at the Central School Office.

- 6:50pm L. Alves made a motion to adjourn the meeting. L. Aiken seconded. Vote unanimous 6:0