

Attendees: Christina Buntin, Natalie Gazda, Ruth Sofranko, Laura Suria

Absent: Julie Nygren, Vicki Scray [because of COVID 19 delay, they left Florida before mtg.]

1. Reviewed Scholarship application vetting process & scoring.

Reviewed 18 applications and made selection of eleven winners of \$2,000 scholarships, and divided applicant names among committee members [Natalie, Ruth & Laura] to contact all applicants and advise them of their status [winner or not selected] Provided committee members with sample scripts from previous year to use as a guide. It is against policy to give any reason for their not being selected.

2. Future timeline:

- a. Week May 18-23rd - telephone winners; advise them of Award Event at 6:00 pm on June 8 at **HOUSE OF OMELETS**, 900 SW Pine Island Road, #122, Cape Coral, FL. [NOT Moose Lodge as previously advised]. Invite them to attend along with their parents/guardians. **Committee members to confirm their e-mail address and name of school they will attend & its address.** Ask winners to let you know names of who will be attending so we may reserve seating; winners should be prepared to tell the audience a little about themselves and their education goals. E-mail this information to Chris.
 - b. Week May 25-30 committee members to send confirmation e-mail to each of "their" winners detailing date, time & location of Award Event.
 - c. Week of June 1-6th - committee members to call each scholarship winner to remind them of Award Event June 8th. **THEY ARE ASKED TO ARRIVE BY 5:45 P.M.** Confirm they will be there and who will be attending with them. Advise Chris.
3. Week May 25-30 - Chris to prepare list of scholarship winners with their name, school name & address, course of study, and specific sponsor & submit to Matlacha Hookers' Board. Request MH Treasurer make checks payable to each student and school of their choice. Put note on check "**Void after six months**". [previously was 60 days].
4. Chris to write biography of each student & submit to *the Eagle*; request *The Pine Island Eagle* provide a photographer to photograph the winners and sponsors at June 8th event & run article with photo & biographies. UPDATE: Pauline LeBlanc [editor of *The Pine Island Eagle*]

requested that we submit to her a digital photo of scholarship winners and names of those in photo along with bio for newspaper article after the event.

5. Committee members to send note to "their" scholarship winners giving them a sample script of thank letter they are requested to write to their sponsorship donor.
6. Chairman to write thank you note to donors [Island Crab Co. Jeff & Denise Haugland, Kathy Foley and Rodney & Holly Aldrich].
7. Write article & send to Matlacha Hookers' secretary for Hooker Herald article with brief bio of winners.
8. Chris to contact school counselors and advise them of scholarship winners from their schools.
9. Transfer copy of all 2020 forms completed and procedures to thumb drive for 2021.

Meeting adjourned approximately noon.

Meeting notes submitted by Christina Buntin, Chairman