

Scholarship committee meeting wrap-up-May 22, 2019

Lily's Island Deli-1:30 pm

Members present-Joan Clay, Dee Franks, Peg Cruckshank, Carolyn Sprague, Amy Hermanns

Items discussed-

-applications downloaded from website were in a different format from the hard copies distributed to various island locations. Needs to be corrected for next year.

-Application essay- Revision...the members discussed changing the essay's wording to gather more personal and narrative information from the applicant. Members felt the current essay prompt was somewhat limiting and did not encourage a more personal narrative. The new essay prompt was developed and will be added to next year's application.

-a discussion about this year's presentation ceremony. Everyone felt the scholarship presentation went well and was well received by the recipients, their parents, and the Matlacha Hookers present. It was suggested that we modify the arrival time of recipients and parents from 6:00 pm to 6:15 pm and we will ask Ed Franks to take picture soon after all have been acknowledged.

- Thank you notes to all donors. Joan Clay volunteered to write the thank you notes

- Budget and Finance for next year-possible \$2000.00 override next year, due to a discrepant balance from a scholarship from last year not posting. Bank and University have researched this discrepancy.

-Notecards-worthy fundraising source?

-Communication liaison for next year with Cindy Walton to continue as the liaison between Board and the scholarship committee.

-Committee procedures were reviewed. Several items were removed from procedures as they are not relevant now in our committee work.

-copies will be sent to the Board, secretary and the web mistress

-committee members may be required to sign a confidentiality agreement.

-records, paperwork, documents etc. will be saved to a thumb-drive and a copy given to each member at the beginning of the calendar year and returned to chairperson at the end of the calendar year.

-posters will be created and posted at each post office on the island, detailing the scholarship and where applicants can get an application. CW Fudge was added as a location for application pickup.

-Further discussion about chairperson duties and responsibilities. Carolyn Sprague will not return next year and the chairman of the scholarship committee is open as of the date of this meeting. Amy Hermanns will continue to be secretary of the scholarship committee.

-Peg Cruckshank distributed a list of all responsibilities of the committee for future committee members.

This list was reviewed by members and all agreed that it was comprehensive and covered the work done by the committee.

Next meeting date- Nov. 14, 2019 at Lily's 1:30 pm

-