

Northborough Scholarship Committee Meeting Minutes

Meeting Date: Wednesday, August 24, 2022

Place: Northborough Library Conference Room

In attendance: Chair Liz Nolan, Treasurer Chandra Vora, Algonquin Principal Sean Bevan, Christy Renzullo

Members Absent: Vikram Verma, Kerry Thornton-Genova

Meeting Notes:

6:30 p.m. Quorum was not met until 7:15 p.m. when Christy Renzullo arrived. Until that time, an informal discussion was held with committee members Liz Nolan, Chandra Vora and Sean Bevan.

Sean Bevan was participating as the Northborough Southborough Public School Superintendent's representative per the requirement of Massachusetts General Laws Chapter 60, Section 3C as a non-voting member.

Discussed the Scholarship Committee goals and how funding is acquired.

Discussed ways to bring awareness to Scholarship Fund through school communications, presence at Open House/Parent-Teacher Conferences. He is open to the idea, but participation is based on committee member availability and short timeframe. Open House is Sept. 15, conferences in October.

Discussed scholarship application process through Guidance Department and concerns Committee had with the process in 2022.

Liz had previously spoke to Guidance Department administrative assistant and Sean agrees that providing the online application link to students will work for 2023 purposes. The online application is in progress (Kerry Thornton-Genova) for Committee's review/approval and will be completed before January 2023.

Brainstormed fundraiser ideas. Sean mentioned the idea of the Committee offering the graduation yard signs with student name. Currently, the yearbook company offers them for \$35 (pricey for many parents). We may be able to do it at a lower cost and raise funds in the process.

Offered to collaborate with raffle ideas such as front row seats at graduation or possibly a free student parking spot for a semester.

7:15 p.m. Quorum met and discussions with Sean Bevan continued until his departure at 7:30 p.m.

7:30 p.m. Official meeting called to order.

Meeting minutes of July 28, 2022 approved.

7:45 p.m. Treasurer's Report. Chandra Vora shared information he gathered by speaking with Town Accountant Jason Little.

- Town cannot contribute town funds to Scholarship Fund as it subject to MA General Laws.
- Donors of over \$250 can request acknowledgement for tax purposes. Jason and his department are willing to work with us.
- Jason suggested we go to Board of Selectmen to request approval to insert a separate informational notice about the Scholarship Fund and how to contribute.

7:50 p.m. Fundraising Discussion

- Applefest presence at Farmer's Market (Sat., Sept 17, 10 a.m.-3 p.m) could work but it is a short time to organize effectively. To be determined. Would need volunteers, handouts, sign, activity such as face painting, craft, raffle to draw people to table. Short timeframe may not make this all possible.
- Mini Photo Shoots. Liz has reached out to area photographers for interest in mini photo shoots to benefit the scholarship fund. Jennifer MacNeil Photography has offered to do 3 mini sessions on Nov 13 (or 20 rain date). Information, session sign ups, pricing, and total donation will be set by Jennifer. Committee will assist with publicity of the fundraiser. Other photographers showed interest but details forthcoming.

7:55 p.m. Fund Awareness Updates/Other publicity

- Simple website, Facebook page and email address have been set up.
- Website: <https://sites.google.com/view/northboroughscholarship/home>
- Facebook page: <https://www.facebook.com/northboroughscholarshipcommittee>
- Email: northboroughscholarships@gmail.com
- Discussed idea of having a presence in November on Election Day, in May for local elections and Town Meeting
- Discussed finding out how to have a blurb in the Town Meeting annual report/calendar

Items of Action:

- Chandra will follow up with Jason Little regarding insert with tax bills (how would printing costs be covered, number needed, who would stuff the envelopes, QR code ok to create to link to website or town donation page, dates needed by to include in tax bill mailings)
- Liz will follow up with Board of Selectmen liaison about approval needed for insert
- Christy and Liz will research graduation sign costs/companies.
- Liz will find out how to be included in Town Meeting annual report/calendar

Future Committee Meeting: October date to be determined

8:15 p.m. Adjournment

Respectfully submitted by Liz Nolan, Chair