



Town of Northborough Scholarship Advisory Committee

63 Main Street
Northborough, MA 01532

Meeting Minutes

January 20, 2005 7:30 – 8:45 at Town Hall

Present: Margie Hurwitz, Stacey Incorvaia, Joyce Isen, Laurie Klein, Greg Young

Stacey submitted her resignation because she has taken on the position of co-chair of the fundraising committee for the town library expansion. We are grateful for her help this past year and wish her well with her new project. Greg will contact Diane Wackell about listing our open position on cable TV.

Timeline for Scholarships:

We need to make minor updates to the application paperwork. Joyce has the originals on file and Laurie will help. Applications will be available 3/1 and due back 4/1. Algonquin awards night is 5/19. Publicity: cable TV, town website, library, town hall.

Fundraising:

Mailing to businesses project: Joyce will revise the letter to business owners to try to get it onto one page. We will tackle this after the thank-you letters go out.

Thank you letters to check-off donors: Greg will get the final list of 2004 donors. Laurie drafted a letter which Joyce will put on letterhead and get copied. At the February meeting, we will address the envelopes and stuff them with the letter and a decal.

Big businesses: Laurie and Joyce will try to identify big corporations in and around town, and will find out how to contact their department of corporate giving and/or make personal visits.

Other: We can have a booth at Applefest next fall (and hope it doesn't get rained out). Raffling a donated quilt there and at the Junior Women's Club craft fair are planned. We hope to have a quilt donated by someone other than Terry Crean, whose work last year was fabulous.

Other Business:

Dollars for Scholars: June is working to see if we can guarantee tax exempt status for our donations without going through this organization. Their fee is going up from \$200 to \$250 in March.

Greg wrote a short article for the annual town report.

Next Meeting:

Thursday, February 10, 7:30 p.m. at Town Hall. We will finish the thank-you mailing during the meeting and vote on membership in Dollars for Scholars.

Respectfully submitted,
Joyce Isen, Secretary

Distribution:
Scholarship Committee members (5)
Bob D'Amico, Board of Selectmen liaison
File copy for Town Clerk
June Hubbard-Ward
Bob Melican