

Scholarship & Education Committee Meeting – Draft Minutes

Monday, May 9, 2022, 6:30 P.M., meeting held remotely

Members Present: Cynthia Nina-Soto, Lynne Mullen, Liz McGovern, Andrew Boucher, Gabriel Yeager

Staff Present: Dominick Pangallo

1. **Call to Order:** 6:31 p.m., Cynthia chaired the meeting
2. **Approval of April 11, 2022 minutes:** Approved unanimously
3. **Financial Updates:**

Education Fund

March receipts: \$142.00

Current balance: \$7,635.79

Scholarship Fund

March receipts: \$150.41

Current balance: \$8,875.31

4. Old Business

- a. **Fundraising Updates:** The committee voted unanimously to register for a table at the Pride Festival and the Arts Festival, using Scholarship Fund dollars for the \$165 fee for the Pride Festival and Education Fund dollars for any fee for the Arts Festival so long as the fee was no more than \$150. Gabriel offered to try to get some artwork that could be raffled for the Arts Festival table and the Committee suggested Tyler might be able to busk for both, as well. Cynthia said she had a table, chairs, and tent that she could provide for the two dates. Dominick will create a flier that can be distributed for both events. The Committee suggested that Tyler set up a Google Doc that could be used by the members to sign up for shifts at both events.
- b. **Thank you letters process/policy:** The Committee asked Dominick to find out if an automatic “thank you” email could be generated to people who donate online. No final decision was made on at what threshold a mailed thank you letter would be sent; however, the Committee expressed approval of the idea of doing the mailings just once per year, at the end of the fiscal year after the scholarships for that year had been awarded and could be highlighted in the letter content.

5. New Business

- a. **Logo:** Lynne offered to reach out to the Salem Public Schools art teachers about running a logo design contest among art students in the district.
- b. **2022 scholarship applications:** No hard copy applications have been received; the number of online applications was unknown at the meeting time. Lynne said she will help send a reminder to Salem High School students and Cynthia will do the same for Salem Academy Charter School students.

6. Adjourned: 7:03 p.m.

Next Regular Meeting: Monday, June 13, 2022, 6:30 p.m., online