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TOWN OF BURLINGTON

Scholarship Fund Committee

MINUTES OF April 20, 2021

Approved April 28, 2021

Members Present: Chair Sheila Fitzpatrick, Vice Chair Gina Leary, Rosalyn Minassian, William Boivin, Jennifer Kosses, Kent Moffatt

Members Absent: Joseph Attubato

1. The meeting was called to order at 6:38 pm.

- a. The minutes of the 3/16/2021 meeting were approved 6-0-0

2. Citizens' Time - No one was present

3. Scholarship application scoring

- a. All 68 applications have been scored by two reviewers apiece. The scoring data was entered into a previously prepared spreadsheet.
- b. The top 7 scores (10% of total received) were identified. Those will be scored by all 6 reviewers. That data will be entered into another spreadsheet.
- c. The top three from that rating will be the recipients of the 2021 TOBSF scholarships.
- d. Scorers agreed to have rating completed by Saturday 4/24.
- e. At the next meeting we will review the scores and identify recipients.

4. Other Items

- a. The letter given to each award recipient was reviewed and modified to include text about timeframe for use of award.
- b. The list of previous recipients has been posted on the committee google drive.
- c. An invitation was received for a breakfast honoring scholarship donors. June 18 at Tony C's in Burlington.

5. Schedule next meeting and plan agenda

- a. Next meeting 4/27
- b. We will review and finalize scoring and identify recipients.



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- c. Application numbers of recipients will be forwarded to Joe Attubato.
- d. We need to revise how we score honors and achievements for next year's application reviews.

6. Adjourn

- a. Meeting was adjourned at 7:45 pm