

MINUTES of April 19, 2023

Members Present:

- **Chair:** Sheila Fitzpatrick
- **Secretary:** Kendra Lamoretti
- **Other:** Debra Murphy and Christine Kim

Members Absent:

- **Vice Chair:** Kent Moffatt
- Jane Lynch

1. **Meeting called to order at 6:40pm**
2. **Citizens' Time:** No one present
3. **Review/Approval Meeting Minutes**
 - a. January and February approved
4. **Applications for scholarships**
 - a. **Discussion:** number of applicants, organize evaluators to ensure no bias, excel recording of our evaluations, review of the rubric. Kendra/Jane or Debra will review all Shawsheen applicants, completion of evaluations by May 1 and given to Joseph Abbatto. Spreadsheet will be emailed so that everyone can record their scores in real time.
 - b. **Distribution:** reviewers were recorded in the excel sheet and piles of 63 applicants were sorted by assigned reviewer. Each applicant was reviewed by 2 different members of the committee (6). Each member reviews 21 applications.
 - c. **Award numbers:**
 - i. How many winners will we choose and how much to give. Discussed last years number of applicants to this year. Down 2 form year before. Previous years provide 6 scholarships at \$2500 each for a total of 15K. currently have 18K in the pool. Agreed to give out 15K, amount per applicant depends upon how many winners are chosen.
5. **Schedule Next meeting and plan Agenda**
 - a. 4/26 6:30 – choose winners
6. **Meeting was adjourned at 8:30pm**