



Town of Weymouth  
**Scholarship Fund Committee**  
TOWN HALL, 75 MIDDLE ST., WEYMOUTH, MA 02189  
(781) 335-2000



**Minutes**  
**Meeting December 5, 2023**

The Town of Weymouth Scholarship Fund Committee met on December 5, 2023 at 7:00 PM at Tufts Library in meeting room 134.

**CALL TO ORDER:** The Meeting was held at Tufts Library in Meeting Room 134 and was called to order at 7:00pm by Chairperson Virginia Snell

Members present: Ginny Snell, Annemarie Rush, Jaimie Lane, Alicia Lyons, Cindy Page, Maryellen Devine, Michael Grafton, Sheri Eldridge, Matthew Tierney

**ACCEPTANCE OF MINUTES:** Cindy Page made a motion to accept and Sheri Eldridge seconded the motion. The minutes were approved by all in attendance.

**CHAIRPERSON'S REPORT:** Ginny Snell

- **Donna Shea recognition-January 14, 2024 at 1:00 at Cindy's House:** *Plaque on hand as Donna was one of the committee's founders and gave over 30 years of service*
- **Water bill and FAQ edits:** *Ginny was going to ask webmaster to change some things on the FAQ including removing that the award ceremony takes place at annual town meeting in May so it only reads that it takes place at a ceremony in May. . It also says Town meeting on water bill insert so that will be updated.*
- **December Real Estate tax mailing:** *This will go out around 12/22 with a small donation envelope. 18,000 printed and ahead of schedule. Next round is January excise mailing with brochures. They have been updated and edited. After that will be water bills single sheet*
- **Town Hall locked box for completed applications:** *Need to get it out soon. MG will move to hall from the mailroom*

**TREASURER'S REPORT:** Michael Grafton

- **Account Update:** *Only received one donation in November.*
- *Motion to approve the treasurer's report was made by Cindy Page and seconded by Maryellen Devine. All voted to approve. We have a few accounts with smaller*



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*balances from sponsors who no longer give out scholarships. Michael suggested moving these back into the general fund.*

- *Sheehan and Madden to the general fund. Motion made by Alicia Lyons, and seconded by Cindy Page. All voted to approve.*
- **Budget Update:** *Ginny has a bill to give Michael for the real estate mailing \$2,350*

**SUB-COMMITTEE REPORTS:**

- **Corresponding Secretary** (Sheri Eldridge)
  - *All donations documented and should be in the mail tomorrow*
- **Sponsor Liaison** (Annmarie Rush)
  - *Scholarship sponsor wish list is updated and on the google drive. Has all listed and why they are giving or criteria they may have. We try very hard to find the right fit for the scholarship.*
  - *Clarified what we will send to the Pizzi Foundation regarding how many scholarships we have given and totaling how much. Started in 2013 and have had 31 recipients totaling \$305,000 in scholarships as of May 2024*
  - *Working on a letter to sponsors clarifying scholarship process for selecting recipients*
- **Award Selection** (Cindy Page)
  - *Goal is to start aligning Jaimie's spreadsheet to scholarship applicant spreadsheet with drop downs to help narrow down criteria*
  - *Trying to get a sense of who scored applications and what area of the application they scored.*
  - *Do we want to look into scoring or keep as is? Discussion that it may be a good idea to start fresh.*
  - *Ginny suggested making a folder on google drive for Award Selection*
- **Publicity and Recognition** (Matt Tierney)
  - *FB Page has over 500 followers!*
  - *Will continue doing weekly updates*
  - *Spoke to Greg Shanahan about speaking at a Town Council meeting. Recommended that Matt speaks at Public Comment about what our*



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*committee is and what we do. Most likely on January 9th but will send Ginny a script to approve. Waiting on official approval from Town Hall*

- **Town Website Support** (Jaimie Lane)
  - *Everything should be up to date on town website with committee members and roles*
- **Scholarship Applicants Coordinator** (Michael Grafton and Jaimie Lane)
  - *Trying to get the application up and live. Jaimie tried to modify issues with the fillable PDF.*
  - *Take Donna's phone number off and make sure email and social media are on application.*
  - *Waiting on one person to send in a tuition bill. Recipients need to collect by 12/31*
- **Nominating Committee 2024** (Matt Tierney and Cindy Page)
  - *Nothing at this time*

**OLD BUSINESS:**

- **Award process document for sponsors:** *Annmarie reported on in Sponsor Liaison section*

**NEW BUSINESS:** None

**FUTURE MEETING DATE:** Our next meeting has been confirmed for February 6, 2024 in Meeting Room 133 (Tufts Library) from 7:00 PM to 8:30 PM

**ADJOURNMENT:** A motion to adjourn was made by Jaimie Lane and seconded by Matt Tierney . All members present voted in favor to adjourn at 8:06PM