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BILLERICA SCHOLARSHIP FOUNDATION

May 1, 2024

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A meeting of the Billerica Scholarship Foundation was held on May 1, 2024, in the Collins Room at Billerica Town Hall.

TOWN CLERK  
Brenda MacDonald called the meeting to order at 7:00PM.

Members present who constituted a quorum: Sharon Ferris, Larry Norman, Jim Spinale, Patty Membrino, Brenda MacDonald, Jim Gately, Tracy DeJoy, Sean Simonini, Denise Salemme, Dana Reardon, and MaryAnne Durand. Those who were absent: Al Tassone, Mike Rosa, and Darlene Torre.

A motion was made to accept the minutes of the April meeting by Larry Norman, seconded by Jim Gately. Jim Gately abstained; rest voted in favor of accepting the minutes.

Corresponding Secretary's Report – Sharon Ferris reported that it is up to date. She has not been to our mailbox in the Town Hall recently.

Treasurer's Report – Sharon Ferris reported that it is up to date and current. Savers drive money coming in. The lottery raffle will be coming up again in June. She will coordinate with Jim Spinale about the ticket to get. He should let her know by Memorial Day.

BSF Town Calendar – Patty Membrino reported that she, Jim Spinale and Brenda MacDonald went to the art show at BATV. There was a lot of good artwork there that we can use. We also received some art from Project Support. She will be sending out letters to current monthly sponsors to see if they will continue this year. She has started changing dates in the calendar. Later in the month she will reach out to different groups to see if they have dates to put into the calendar. She told the committee that if they participate in any other groups, let her know if they want any dates put into the calendar. Patty said she got quotes from the printer: 325 for \$1600 and 350 for \$1643. She had figures for the cost breakdown: for 325 at cost-\$4.92 per calendar; for 350, \$4.69. With deducting sponsor money, 325 would be \$3.08 and 350 would be \$2.98. Last year we got 325 and had 16 left-we had previously donated 5. The group decided on 325. We also do not want to have a lot of waste. Brenda MacDonald suggested a "did you know" section in areas where we do not have a lot of information. For example, did you know that you could borrow x from the library? Mike Rosa is the Buy-back sponsor this year. Jim Gately said he is ready to have the calendar sent his way to help with the computer editing.

Savers Drive – Sharon Ferris said that Ed and Sandy Giroux helped her load the truck. She received \$519-\$75 will go to the truck. This money will go to the class of 2025. Maybe she will do a drive in the fall. We usually can get books from the Library after Yankee Doodle weekend. We will do the larger one in January.

Class of Raffle – April 1–April 30. Brenda MacDonald reported that it ended yesterday. MaryAnne Durand will do a final pick up from the schools on Friday. Sharon Ferris said she has still been doing drop off of tickets to people requesting this morning. Sharon reported that the midpoint figures were lower than last year-just over \$2000 and last year it was close to \$3000. In 2023 it ended with \$7553. The kindergarten has been doing outstanding. Parker kindergarten is beating all with an average of \$5.49 per student. One student sold 310 tickets. Right now, Parker is winning, and Kennedy is in second place. Brenda said she has not decided the superlative prizes yet. Walden Meat donated a \$100 gift card toward our first-place grill package. A suggestion for someone wanting to donate to the package-a tank of gas. So far, we have

a grill light, mats, utensils, mitts, spices, and a Stanley thermos/cup. The drawing will be on May 17. Brenda will deliver the superlative prizes to the schools. Sharon makes certificates. There will be gifts for the secretaries. \$250 donation to PTO of winning school.

Raffle/Calendar for class of 2025 – Tracy DeJoy has her calendar ready to go. There will be a drawing every day. She will need a volunteer to draw when she is away for a family function. She will draw every day in June at 7pm. She will reach out to the winner the next day, and she will deliver the prizes. She will go to Town Meeting when she can to sell the calendars. She will try to schedule a day at O'Connor's or Market Basket. The tickets are \$10 each. Sharon Ferris will help Tracy with the spinner on facebook. There was a discussion about selling techniques.

Awards and Scholarships – Sharon Ferris thanked everyone who came to the three nights of scoring and awarding. There was a lot to do. We tried to keep the amounts fair. There were many duplicate recipients. Many of them were hand-picked by sponsors. One student will be receiving \$6000 in scholarships. The highest score was 174; some had 0s. The scoring was consistent. The final total is 178 scholarships for a total of \$182,600. This is more than last year. If something comes up regarding another scholarship that wants to be awarded, Sharon will assist them with offering it outside of our umbrella as our award window is closed. The Red Cross scholarships are not under our control-National Honor Society manages those. Sharon said she originally thought there would be a shortage of scholarships because we increased our foundation scholarships to \$1500. She considered using endowment interest money to make sure everyone with a score of 125 received a scholarship. Some scores under 125 did receive scholarships. We only had three out of district applicants this year. Sharon wanted to make a motion that we use investment money to fund scholarships. There was a discussion in the group of if it should be a percentage, specific dollar amounts, yearly. The original motion was made, voted on, and then withdrawn because there were still some questions. Sharon said that as of December 2023, in our account, we had \$172,000. \$36,000 of this was interest. Brenda MacDonald questioned should we be using this interest money every year? Sharon said we took \$10,000 this year to fund 10 scholarships. Larry Norman said how about we vote on taking the \$10,000 for this year. Larry Norman made a motion to take \$10,000 of interest from our Bartholomew investment account to fund the 2024 scholarship program. Sean Simonini seconded the motion; all voted in favor. Sharon said we should start the conversation earlier in the following years about these funds. Patty Membrino said that we need to be comfortable and learn to live with what we raise each year and our decision to increase to the \$1500 scholarships. We do the best we can every year. Sharon will ask for more information about the High School awards ceremony.

Misc. other business – Town Meeting concessions start Thursday, May 9. Brenda MacDonald will be there at 5pm to set up. She asked if anyone could help contribute to the baked goods as her kitchen is still under construction. Jim Spinale asked how much money we make a year on this. Answer: \$1000. There was discussion about how many people take coffee and/or food and do not contribute. Brenda asked Jim Gately if he had any luck reaching out to any of the elementary school PTOs. He said no. Brenda asked the renewing members to let her know when their terms expire. Tracy DeJoy asked if she should be sending out thank you notes now to the sponsors on her calendar. Sharon said she typically sends out the notes at the end so she can include information on how we did, etc. Jim Gately said he received a phone call from Mike Rea. Mike offered us the use of Collins Bowling alley to have a scholarship fundraising night. He would give 50% to us. We definitely want to look into this. Dine to Donate events have been scaled back-it has been difficult getting places to take part.

The next regular meeting will be held on June 5, 2024, at 7 PM in the Collins Room at the Town Hall.

Motion made to adjourn the meeting by Jim Gately, seconded by Larry Norman; all in favor. The meeting adjourned at 8:28PM.

Respectfully submitted,

Patty Membrino, Secretary

#### Special Zoom Meeting for Scholarship Vote

On May 13, 2024, a zoom meeting was held at 6:30PM. Those in attendance at the meeting, which constituted a quorum, were Brenda MacDonald, Tracy DeJoy, Darlene Torre, Jim Gately, Mike Rosa, Jim Spinale, MaryAnne Durand, Sean Simonini, Dana Reardon, Al Tassone, Sharon Ferris, and Patty Membrino. Absent from meeting: Larry Norman and Denise Salemme.

Brenda MacDonald made a motion to accept the \$184,600 in scholarships as awarded. Jim Gately seconded the motion. Roll call vote: yes votes – Tracy DeJoy, Darlene Torre, Jim Gately, Mike Rosa, Jim Spinale, Sean Simonini, MaryAnne Durand, Patty Membrino, Dana Reardon, Brenda MacDonald, Sharon Ferris, and Al Tassone; no votes – zero. Motion passed.

Motion made to adjourn the meeting by Mike Rosa; seconded by Jim Gately; all in favor.

Meeting adjourned at 6:38pm

