

Westchester County Chapter of The Links, Inc.

Scholarship Committee Report for January 2017

Conference Call: January 12, 2017

Present on the call: Links Dianne, JoAnn, Priscilla, Jackie, Claudia, Gundy, Terrilynne and Ginger G

Call began 7:30 pm

I. Updates

- a. Applications: Link Jackie reported that applications have been given to all partner high schools. Counselors have been contacted and all seem to have a process in place for distributing and collecting applications.
- b. Care Packages:
 - i. Link Priscilla reported on the success of the care package program. We have received numerous notes of thanks from the students.
 - ii. There was much discussion about whether care packages should be sent again in the spring. One concern is the cost of mailing the packages. Link Priscilla said she believed the cost was around \$300 but she would get specific numbers for our information. Discussion focused on whether it was more cost effective to send gift cards with a note. This option was considered but unless the gift card was for a small amount, the cost would still be a concern. There was also consideration of committee members donating funds. While no member was opposed to donation, there was consensus that the care packages should be built into the budget. While we held back \$1,000 for “ administrative costs”, last year’s reception costs have not been tallied. Many expenses were “donated” by committee members.
 - iii. Decision: the committee decided to send care packages again this spring. Link Ginger will request the balance on our budget from Link LaTia. If funds are not available, committee members will donate funds to ensure that packages are mailed.

II. 2017 awards

- i. The application deadline is March 20, 2017. Once applications are received Link Ginger will summarize and distribute a spreadsheet that includes the salient information. Committee members who want to read full applications will need to review them at either Link Ginger’s house or Link Priscilla’s home. A call to discuss the applicants and decide on interviewees will be held either Saturday April 8 or Sunday April 9.
- ii. Interviews are tentatively scheduled for the end of April (April 22, 23, 29) but availability of a venue (or venues) to hold the interviews will dictate the actual schedule. Link Jackie volunteered to ask the superintendents of the Greenburgh,

Yonkers and Mount Vernon school districts to provide space. Link Dianne will check with New Rochelle. The Wartburg was also mentioned as a place interviews could be held although locating a specific room on the campus could be problematic for the students.

- iii. Links Gundy and Claudia originally offered to schedule interviews. Link Claudia will need to confirm her ability to do the scheduling given the May 7 Java and Jazz event.
- iv. The Scholarship Reception is tentatively scheduled for June 17, 2017. Link JoAnn will ask Link Florence if her church will be willing to host us this year (hopefully at no cost to us; last year Link Penelope donated the rental cost at her church)
- v. Link Terrilynnne is the lead on preparing invitations to the reception and receiving the RSVPs.
- vi. As usual the committee will come together to handle all tasks associated with the reception: purchasing food and flowers, printing certificates, designing and printing the program; handling photo release forms.
- vii. Distributing Scholarship Checks : will be handled by Link Ginger

III. Meeting Adjourned at 8:30 pm