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BILLERICA SCHOLARSHIP FOUNDATION

February 7, 2024

SECRETARY
BILLERICA

A meeting of the Billerica Scholarship Foundation was held on February 7, 2024, in the Collins Room at Billerica Town Hall.

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

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

The Secretary's report of the January minutes was presented. Larry Norman made a motion to accept the minutes, seconded by Jim Gately. All voted in favor of accepting the minutes.

Corresponding Secretary's report – Sharon Ferris said she is up to date, except for what was dropped off last night.

Treasurer's report – Sharon Ferris said she would hold off until awards are discussed.

Dine to Donate – Brenda MacDonald said that they have been having a tough time trying to get a hold of someone from the Turnpike Market. We may need to give up on them for a while. There is no word yet on doordash and UberEATS. Jim Spinale said Hanley's said yes to hosting. Tracy DeJoy will call them. She has not been able to contact Mike at Newtowne Grille. The owner of Danny's told Jim S that he would like to get involved. Brenda mentioned that we need to pick dates that work or places that do not require flyers if possible. Hanley's said they would not require flyers, and they will give us 20%. Larry Norman suggested Mondays of long weekends. Next week would be too soon-end of month should be fine. Mary Anne Durand pointed out that we need time to advertise the event. Tracy talked to Nana 7, but they want her to call back when they are not busy- she is trying to find the right time. Visitor Denise Salemons asked us to explain this program a little. The committee explained it. Tracy said Cookie Monstah would run it all day. She will try to set up another one with them. Dana Reardon asked if anyone had reached out to Augusta's, and Orchard Hill will be opening in the spring. Tracy said she will call them.

Savers Drive – Sharon Ferris reported that we made just shy of \$1500- \$1488. She explained the program to the visitors. Sharon said she has scheduled another drive for April 27. This will help kick off the 2025 fundraising. We will not be actively seeking books-just be textiles focus. We have never done one in the spring. The all books drop off in September raised \$549. Brenda MacDonald said we tried to enlist students, but it did not work out well. Brenda asked Sharon if there were any glitches. Sharon said it went pretty smoothly. She will not ask for a donation of the container in the spring since they have donated before.

Class of Raffle – Brenda MacDonald explained the raffle to our guests. It starts Arpi 1. The tickets have been ordered. Looking for superlative prizes- kid friendly. They will be awarded based on what we have to give. We will give the PTO of the school who does the best (prorated) money-\$250. The raffle tickets are \$1 each. Darlene Torre will staple the ticket packets.

Raffle ticket fundraiser – The prize is a roll of scratch tickets. Sharon Ferris said the next one will be in March, trying for the drawing to be March 17. Most of the tickets are sold online by using Venmo. Jim Spinale sells paper tickets. If anyone wants paper tickets, they can get some from Sharon. They are \$20 for a chance. The average payout has been \$700-\$800.

Trivia Night – Larry Norman said the weather is supposed to be good. Brenda MacDonald said that we are not doing social media shoutouts for individuals-only businesses. The raffles will be \$10 per sheet. 50/50 raffle will be 1 ticket for \$5, 3 for \$10, and 10 for \$20. This or that will be \$5; buy an answer will be \$10. Brenda said we have \$13,435 so far: 51 teams currently for \$7140; brochure ads \$5215; and \$1080 in raffle presales. Brenda's goal is to raise \$20,000. We will be using blue tooth speakers in the back of the hall. We will have donations of refreshments from LaCascias. Larry said he would pick up at LaCascias on Friday. We have a 52-page brochure-thank you to Jim Gately for all his work on it. We will be getting 135 copies. The cost of printing is \$800-last year it was \$575. We have more pages, more color ads and more total copies ordered this year. We will try to have our operating fund pay for the cost of printing. Brenda was saying that in the future we need to advertise that it is an over 21 event. Someone wanted to bring a student to play, and Brenda told them no. They have bowed out of the event, but we will still get the donation from them. MaryAnne suggested that putting that statement on the registration form next year should be sufficient. A proposed change for next year- do not have a deadline date for registration. Instead say please respond by such and such date in order to have team in book. Please gather up pencils and brochures at the end of the event. The team leader's name as well as the team's name will be on the packets. Brenda sent out a welcome letter in advance, outlining the evening. She included the Venmo code, and many paid that way. We will not charge for any spectators-encourage buying raffle tickets. Brenda will have Venmo cards ready so that teams can pay that way. We need to make sure that the Bonus round pass is pulled at end of the 3rd round of play. Brenda said the raffles will be drawn during round 3. It was suggested that we make sure to make an announcement that the drawing will be taking place then. Darlene Torre matches the ticket with the name and staples the winning ticket to the bag. Kim Conway, the MC, will announce the names of the winners. We have about 56 raffles. The 50/50 will be drawn at end of round 3. Jim Spinale said Brenda should concentrate on thanking the Elks and the Tech in her opening remarks. Jim Gately said we should be careful of that because someone might feel slighted. The Elks has been donating the hall to us for 29 years. Patty Membrino said we should not mention the donation part so other groups do not get upset about that. Brenda said we have a couple of new teams this year, but we do not have all the schools represented. We have the Federation of Teachers and the First Congregational Church with teams. We will do the Spirit award the same-Sean Simonini will go around and poll the committee members. Mike Rosa said he would contact Maureen Sullivan to see if she would like to come. Shirts and/or name tags should be worn. Brenda said thank you to everyone for the help with this event.

Patriot's Football auction – Brenda MacDonald said we could do the raffle at Yankee Doodle for the Gronk autographed ball. We could announce it at Trivia and advertise on facebook. Jim Spinale said he would like to talk to Brenda more about it later. Brenda said that Darlene Torre is doing some auction research, and Brenda said she could tell Jim what she finds out. Al Tassone said we could both sell online and at Yankee Doodle. We are trying to do different things. Jim S said he would still like to do something like Dracut Scholarship Foundation's telethon. Brenda said the sad thing is that people do not seem to know who we are. We are trying to reach different audiences. She said we have been trying to get into the

schools/PTOs to talk to them. Jim Gately said we would not be able to talk to a large group at the schools so talking to the PTOs would be the best bet.

Farmer's Market – Brenda MacDonald said she had put in for the dates August 26 first, and the 19th as second choice. We will sell calendars, replicas, and whatever we have to sell at the time. Last year we had the Maze and Scary raffles.

Awards – Sharon Ferris said that we have \$1500 for a Savers scholarship. We could take \$500 from the tax insert (we have \$1500 from that) and make 2 1000 Savers scholarships. She said we could take \$500 from the general fund and make the Dine to Donate scholarship \$1000 (which has \$500). We give out 11 \$1000 named Foundation scholarships. We have \$9500 plus whatever we make at Trivia. So, we would take \$2000 from Trivia proceeds to cover the named scholarships. We could potentially have 15 or 16 \$1000 unnamed Foundation scholarships. We do not have funding for a lot of the scholarships yet. Sharon will be working with the Town Treasurer to move funds from Bartholomew for scholarships.

Misc. other business – Next week is BMHS info night -Feb 13 at 6:30. Sharon will put on social media so that any nonBMHS students can get information on how to apply for the scholarships. The School Department has a list of where Billerica students attend school. Will send out to the Tech. Brenda MacDonald asked what about Innovation Academy. Sharon reported that March 13 will be the Blood Drive at Town Hall. It will start at 2pm and go to 7pm. During the day it will take place at the High School. The school handles how funds earned are awarded. **Scoring and Awarding-** Sharon proposed April 17 for scoring and April 24 for awarding. That should give enough time for sponsors to get their choices back. We will need to vote on the awards at the May meeting. Patty Membrino brought up that last year we talked about adding a second awarding night because it can sometimes take longer. So, a second meeting for awarding will be on April 25. Private awards will be given out at our June meeting. We need to book the BATV meeting space. We could have our meeting early, at 6pm, and do the awards at 7pm. Mary Anne Durand wanted to talk about the new DeFeo scholarship. Don DeFeo, who had been a teacher for many years, passed away. She has spoken to his brother, Vincent about it. The funds are getting close to \$2000. She said they do not plan on funding it after this year. They want it to go to one of his students, going into education. A preference for Emerson College bound students. They are looking at 2 \$1000 scholarships. PJ McCarthy, who worked at the summer enrichment camp with Don DeFeo, would like to have a scholarship. Could use extra money donated for Mr. DeFeo, to fund this scholarship. It would go to someone who went to or volunteered at the camp. The family would like a copy of the statements that applicants will write to answer questions for the scholarship. Sharon Ferris said the family could make their choices of potential winners, and present at the Awards night. Sharon said she will send MaryAnne a draft of the scholarship write-up. Sharon also brought up that we are still looking for Class of sponsors. MaryAnne said she decided to sponsor a class when she heard Maureen Sullivan ask for them at a Town Meeting night. Brenda MacDonald said she had sent out emails to top companies in Billerica, which were on the Town's website. Tracy DeJoy is next year's sponsor. She is asking for any ideas since she is new to this.

The next regular meeting will be held on March 6, 2024, at 7 PM in Collins Room at the Town Hall.

Motion made to adjourn the meeting by Mike Rosa, seconded by Jim Gately; all in favor. The meeting adjourned at 8:33PM.

Respectfully submitted,

Patty Membrino, Secretary