



HISTORY SCHOLARSHIP SELECTION COMMITTEE AGENDA

Thursday, May 29th, 2024 – 1:30 p.m.
Municipal Office – Fall River Room – 217 Harper Road

Chair, Kay Rogers

1. CALL TO ORDER
2. AMENDMENTS/APPROVAL OF AGENDA
3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF
4. APPROVAL OF MINUTES
 - i) Minutes – November 27th, 2023 – *attached, page 5.*

Suggested Recommendation:

“THAT, the minutes of the History Scholarship Selection Committee Meeting held on November 27th, 2023 be approved as circulated.”

5. DELEGATIONS & PRESENTATIONS

None.

6. CLOSED SESSION

- i) **CONFIDENTIAL: Identifiable Individual – Review of History Scholarship Applications.**

Suggested Recommendation:

“THAT, the Committee move “in camera” at ___ p.m. to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees regarding the review of history scholarship applications;

AND THAT, the Recording Secretary remain in the room.”

Suggested Recommendation:

“THAT, the Committee return to open session at ___ p.m.”

· *Chair’s Rise and Report*

7. BUSINESS

- i) **Review Letters to Recipient and Applicants – Dated June 26th 2024.**
- ii) **Notification to Guidance Teachers of Applicant Schools.**
- iii) **Media Releases and Interviews – Lanark Era and 88.1 myFM.**
- iv) **Insert in At Home in Tay Valley Book**
- v) **Posting of Essay on Township Website.**
- vi) **Presentation to the Recipient – Week of June 17th 2024.**
- vii) **Annual Report to Council including Motion to Increase the Scholarship Amount in 2025.**

8. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

Next Meeting: September 12, 2024 at 10:00 a.m.

Proposed Agenda Items:

- **Review 2025 History Scholarship Brochure**
- **Review 2025 History Scholarship Application Form**
- **Review 2025 History Scholarship Marking Scheme**

9. DEFERRED ITEMS

**The following items will be discussed at the next and/or future meeting:*

- *None.*

10. ADJOURNMENT

MINUTES

HISTORY SCHOLARSHIP SELECTION COMMITTEE MINUTES

Monday, November 27, 2023

1:30 p.m.

**Tay Valley Municipal Office – 217 Harper Road, Perth, Ontario
Fall River Room**

ATTENDANCE:

Members Present: Chair, Kay Rogers
Susan Code McDougall
David Poole

Staff Present: Brad Swayne, Recording Secretary
Amanda Mabo, Chief Administrative Officer/Clerk

Members/Staff Absent: None.

Others Present: None.

1. CALL TO ORDER

The meeting was called to order at 1:40 p.m.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA

The Agenda was adopted as presented.

3. DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF

None at this time.

4. APPROVAL OF MINUTES

i) Minutes – May 30th, 2023

The minutes of the History Scholarship Selection Committee Meeting held on May 30th, 2023 were approved as circulated.

ii) **Minutes – “Confidential” Minutes – May 30, 2023.**

The minutes of the History Scholarship Selection Committee Meeting (Closed Session – Identifiable Individual) held on May 30th, 2023 were approved as circulated.

5. DELEGATIONS & PRESENTATIONS

None.

6. BUSINESS

i) **Review 2024 History Scholarship Brochure.**

The Committee reviewed the draft brochure and recommended a couple small formatting changes. The Corporate Administrative Assistant will now print 40 copies on colour paper to be distributed by the Chair to the two high schools.

ii) **Review 2024 History Scholarship Application Form.**

The Committee reviewed the Scholarship Application Form and did not recommend any changes.

iii) **Review 2024 History Scholarship Marking Scheme.**

The Committee reviewed the History Scholarship Marking Scheme and did not recommend any changes.

7. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

Next Meeting: Thursday, May 30th, 2024 at 1:30 p.m.

Proposed Agenda Items:

- Review of Scholarship Applications
- Draft Report to Council

8. DEFERRED ITEMS

**The following items will be discussed at the next and/or future meeting:*

- *None at this time.*

9. ADJOURNMENT

The meeting adjourned at 1:51 p.m.