

28 April, 2021
6:00-7:00 pm EDT

Judith Leibowitz Scholarship Committee

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In attendance: Jessica Wolf, Fabio Tavares, Renee Schneider, Karl Snider, Rebecca Tuffey, Sandra Bain Cushman, and Laura Parker

Agenda: Discuss donation management, AGM, workshops

I. Committee Check-In! Great to see everyone!

II. Donor of \$1,000 check needed to be fixed - Money was in our account, but had wrong name and we didn't know it was in our account

- A. Action: emailing Maggie and BCC Fran
- B. Note: AmSAT is not charging a management fee for this quarter
- C. Sandra is tracking expenses
 - 1. Squarespace cost
 - 2. Percentages of donations taken from Eventbrite
- D. Inform Lisa DeAngelis of this as our liaison
- E. Discussion of how to prevent future issues
 - 1. We need our spreadsheet every month

III. Discussion of AGM scholarships for trainees

VI. Items for updating the website - Quote from Stephen Henderson, post it to instagram and newsletter

VII. Public Facebook page for more visibility

- 1. Unanimous vote yes
- 2. Action: Laura will make Facebook public page with Fabio's help

VIII. Discussion of Dr. Jack Stern's upcoming workshop

- 1. Action: Laura will post to instagram to promote
- 2. Allow an extra 15 minutes for Q & A

Next Meeting: Wednesday, May 12, 6:00 pm EDT