



## OFFICE OF MAYOR LENNY CURRY

ST. JAMES BUILDING  
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### Lex Hester Memorial Scholarship Trust Fund Committee Meeting

#### Agenda

April 10, 2019

1:30 PM

- Welcome Sam Mousa, Chief Administrative Officer
- Approval Meeting Minutes from 1.25.19 Committee Members
- Review/Approval of 3 Scholarship Applications Committee Members
  - Julie Ducey
  - Darby Bryant
  - Ladayija Nichols
  - Kyle Sanchez
- Next Meeting TBD



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### **Lex Hester Memorial Scholarship Trust Fund Committee Meeting Approved Meeting Minutes for April 10, 2019**

**Location: City Hall, Mayor's Office, 117 W. Duval Street, Suite 400, Mayor's large Conference Room**

#### **In Attendance:**

Sam E. Mousa	City of Jacksonville
Shari Shuman	University of North Florida
James Croft	City of Jacksonville
Justin Damiano	Jacksonville Port Authority
Tracey Flynn	Lex Hester family
Dr. Charles Moreland	City of Jacksonville
Kristen Reed	City of Jacksonville
Marlene Russell	City of Jacksonville, Staff

#### **Meeting Convened:** 1:02 PM

Mr. Mousa opened the meeting and welcomed everyone.

#### **Meeting Minutes January 25, 2019:**

Motion made by Justin Damiano and seconded by Shari Shuman to approve the minutes with no edits; Committee approved the minutes.

#### **Review of four (4) Scholarship Applications:**

The following four applications were received and discussed by the Committee: (1) Julie Ducey, (2) Darby Bryant, (3) Ladayija Nichols, and (4) Kyle Sanchez.

The Committee reviewed and discussed the applications. Following is the desire of the committee. Julie Ducey did not answer the four required questions, Ladayija Nichols does not have a 3.0 GPA as required by the Executive Order, and Darby Bryant is not a Duval County resident. Kyle Sanchez is enrolled in the program and has met all the requirements. The Committee was all in favor of awarding Kyle Sanchez with a \$1,500.00 fall scholarship.

The Chair asked that Marlene work with Joey Greive, City CFO and Shari Shuman to ensure the fall tuition award is received by Kyle Sanchez.

**Application Open/Closing for Spring Round:**

Shari Shuman made a motion and seconded by Tracey Flynn to open the application process August 1, 2019 and close September 30, 2019, with the committee reviewing and making recommendations to be completed by October 30, 2019. The Committee agreed to this timeline for the Spring Semester.

**Verification of application information:**

A motion was made by James Croft and seconded by Kristen Reed to amend the application where the applicant grants approval for the City of Jacksonville to contact the Registrar's Office to confirm the GPA and to verify all information in the application. The Committee agreed to this amendment to the application and to add Public Records information to the application. The Committee also agreed if the applicant refuses to grant information confirmation access to the City of Jacksonville, the applicant would be ineligible. The Committee agreed to add information to the application of documents that can be uploaded to assist in verifying Duval County residency.

**Notification of Scholarship Denial:**

The Committee agreed that the Chairman will notify the applicants who were not selected for a scholarship and to include the reason they were not selected. It will also be noted that the applicant can reapply in the future.

**Future Advertisements:**

The Committee agreed that the application availability will be advertised in the Jacksonville Business Journal, The UNF Spinnaker Paper, the Daily Record, and the City of Jacksonville's Employee Portal.

The next meeting will be scheduled in October to review and make the scholarship recommendations for the Spring Semester.

The written minutes for this meeting are only an overview of what was discussed, for any questions please contact Marlene Russell at [marlener@coj.net](mailto:marlener@coj.net).

**Meeting Adjourned:** 2:20 PM

**Attachments:**

Meeting agenda, April 10, 2019

Sign in Sheet, Meeting, April 10, 2019