



OFFICE OF MAYOR LENNY CURRY

ST. JAMES BUILDING
117 WEST DUVAL STREET, SUITE 400
JACKSONVILLE, FLORIDA 32202

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Lex Hester Memorial Scholarship Trust Fund Committee Meeting Agenda January 12, 2022 2pm-4pm

- **Welcome** Charles Moreland, Committee Chair
- **Introductions** Committee Members
 - Departure of Vice Committee Chair: James Croft
 - New member: Sarah Schmidt, Mayor's Office - Strategic Partnerships Coordinator
- **Election of New Vice Committee Chair** Committee Members
- **Review Ordinance/Executive Order** Charles Moreland, Committee Chair
- **Review the process for distribution of scholarship funds** Charles Moreland, Committee Chair
- **Timeline for Fall 2022 distribution of Scholarship funds** Committee Members
 - March 2022
 - Application Opens
 - Advertising Begins
 - April 2022
 - Application Closes
 - May 2022
 - Committee Review & Recommendation(s)
 - June 2022
 - Notifies Winner(s)
 - July 2022
 - Applicant(s) accept Scholarship
 - Disbursement(s) to UNF
- **Advertising options and cost**
- **Next Meeting** July 2022/Date to be confirmed

****Spring 2023 Round-Application opens in August 2022****



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**Lex Hester Memorial Scholarship Trust Fund Committee Meeting
Meeting Minutes for January 12, 2022
Location: City Hall, Mayor's Office, 117 W. Duval Street, Suite 400
Mayor's Large Conference Room**

In Attendance:

Dr. Charles Moreland	City of Jacksonville, Chair
Dr. Georgette Dumont	Representative for University of North Florida
Kristen Reed	City of Jacksonville
Joshua Gideon	City of Jacksonville
Tracey Flynn	Lex Hester family
Sarah Schmidt	City of Jacksonville
Tina Thompson	City of Jacksonville, Staff

Excused:

Dr. George Candler, University of North Florida

Meeting Convened: 2:00 PM

Dr. Moreland opened the meeting and introduced the Committee Members. He advised that James Croft, prior Committee Vice Chair, is no longer employed at COJ, and welcomed Sarah Schmidt, as a new Committee member. Recognized Dr. Georgette Dumont as UNF representative for today's meeting.

Election of Vice Committee Chair:

Motion made by Dr. Moreland to elect Kristen Reed as new Vice Chair. Joshua Gideon 2nd the motion and was approved by the Committee.

Meeting Minutes for the July 13, 2021, Committee Meeting:

Approved by the Committee July 15, 2021.

Review of Ordinance/Executive Order:

Dr. Moreland reviewed extensively with the Committee.

Dr. Georgette Dumont, UNF (incoming Director), MPA Program:

Dr. Dumont discussed the MPA program at UNF, and potential options for notifying UNF students of the Lex Hester Scholarship. There are approximately 100-150 students currently enrolled in the MPA Program. She will provide detailed recommendations.

Joshua Gideon:

Discussion regarding Executive Order 2018-03 potentially broadening the current parameters to include surrounding (5) counties.

Dr. Moreland:

Recommended a push through UNF for more applicants prior to considering any changes to Executive Order 2018-03.

Tracey Hester Flynn:

Discussed potentially adding alternate family member in the event she is unable to attend a committee meeting and who would be a voting member in her absence.

Advertising process:

Dr. Moreland reviewed the advertising process and the timing required of same.

Advertising for the Fall 2022 Term will commence in March 2022.

Advertising options were discussed. Dr. Dumont will provide her recommendations for advertising options with UNF. Dr. Moreland discussed the high cost of advertising in the UNF Spinnaker publication.

Kristen Reed suggested that the MPA Professor's could advise the students of this scholarship program. Dr. Dumont agreed that they could push out the information that way and that she will send a plan of approach to the Committee.

Sarah Schmidt:

Asked Dr. Moreland if there was any type of recognition ceremony, i.e., Certificate and photo opportunity with the Committee Chair, representing the Mayor's Office.

Dr. Moreland:

This is included in the Executive Order, under Section III; Annual Timeline, and has not been considered as a result of COVID-19 and has hampered our ability to have a recognition ceremony.

Application Open/Closing for Fall 2022 Round:

The posted timeline for Fall 2022 round was reviewed and agreed to proceed as noted.

Advertise March 1, 2022 – March 31, 2022.

Application closes April 1, 2022.

Review and score applications May 2022.

Notify winner(s) June 2022.

Award scholarship July 2022.

Next Committee Meeting:

The Committee agreed to meet in July 2022, at the convenience of Tracey Hester Flynn, for the Spring 2023 round.

The Committee agreed to meet in-person May 2022, if there is more than one applicant for the Fall 2022 round. If only one applicant, the Committee will score the application and essay via email communication through the Committee Staff, Tina Thompson.

The written minutes for this meeting are only an overview of what was discussed, for any questions please contact Tina Thompson at tinat@coj.net.

Meeting Adjourned: 2:59pm

Attachments:

Meeting agenda, January 12, 2022.






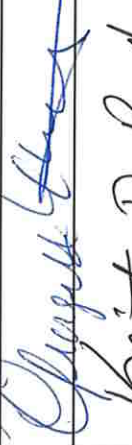


Sign in Sheet, Meeting, January 12, 2022.

Lex Hester Memorial Scholarship Trust Fund Committee Meeting

January 12, 2022

2:00-4:00 PM

Mayor's Large Conference Room

Name /Department/Affiliation	Signature	Phone	Email
Dr. Charles Moreland, Mayor's Office, Committee Chair		904-255-5005	cmoreland@coj.net
Sarah Schmidt, Mayor's Office- Strategic Partnerships Coordinator		904-255-5021	sarahs@coj.net
Joshua Gideon, Chief of Building Inspection Division		904-255-8521	jgideon@coj.net
Tracey Hester Flynn, Family Member		407-766-2472	Tinkr2thflynn@gmail.com
Frederick Sumter, PW Construction Project Manager		904-255-8760	fsumter@coj.net
Dr. ^{Georgette Sumont} George Candler , UNF-Professor		904-620-1388	g.candler@unf.edu
Kristen Reed, Planning Department		904-255-7837	kreed@coj.net
Tina Thompson, Staff		904-255-5004	tinat@coj.net