

City of



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Gary Christenson, Mayor

**2018 ANNUAL REPORT TO THE CITY CLERK OF THE
Malden Municipal Scholarship BOARD/COMMISSION
PURSUANT TO CITY OF MALDEN ORDINANCE 1.7**

I. Preliminary Information

Name of Board or Commission:	Malden Municipal Scholarship Committee
Name of Chair:	Jeanne M. Marquardo
Name of Clerk:	
Number of Members:	3
No. of meetings held per year:	1 – 2 (more if needed)
Explain how Board/Commission has fulfilled functions in the past year:	Scholarship applications are available to City of Malden Graduates or to somebody who is currently attending college. City Clerk's Office collects and date stamp the applications. When the committee is ready to meet, someone from the committee will pick up the applications from the City Clerks Office. The committee will sit down and discussion how many scholarships will be awarded depending on how much money is in the Municipal Account. Each committee member is given a tally sheet numbered 1-4. Each applicant is ranked according to financial need. After the committee select the recipients, the Chairperson notifies the recipients and requests a Letter of Enrollment from the college they will be attending in the FALL. The Mayor and Ward Counselors are notified by letter of the recipients that were selected. A Purchase Request is sent to the City Treasurer's Office to send out payment to the recipient's college and the Chairperson will get on the June Docket so the recipients are awarded their scholarship at the City Council meeting. A call to the Mayor's Office to arrange to have a picture taken.

list Members' names, addresses, date of appointment and when term expires: (attach additional sheets if necessary)

NAME & ADDRESS	APPOINTMENT DATE	TERM EXPIRES
Jeanne Marquardo 514 Malden Street -- Revere, MA 02148	2014	
Arlene Ceppetelli 216 Cross Street -- Malden, MA 02148	2014	
Peg Crowe 9 Hancock Street -- Malden, MA 02148	2014	

2. Overview of Board/Commission

Please issue a **brief** statement about the general purpose and mission of this Board/Commission:

Select recipients for the Malden Municipal Scholarship each year.

3. REVENUE: Please list the revenue(s) coming into this Board/ Commission. NOT APPLICABLE ☐

From City Budget	
From State Budget	
From Federal Budget	
Grant Monies	
Licenses/Fees	
Other	<i>Donations from the TaxPayers of Malden</i>

4. EXPENDITURES: Please list the expenditures of this Board/Commission. NOT APPLICABLE ☐

Expenditures of Board/Commission	Explanation
Personnel Costs	
Equipment Costs	
Postal Costs	<i>I pay for postal</i>
Leasing Costs	
Other	

5. ASSETS: Please list all major assets under the control of this Board/Commission. (Please include materials, tools, vehicles, equipment and property on hand as of 12/31/18. NOT APPLICABLE ☐

Asset	Value
N/A	

6. **PROGRAMS:** Please list all programs under the direction of this Board/Commission. (Please detail where and how these programs originate, i.e. statutory, internal, etc.)

NOT APPLICABLE ☐

Program	Description
Malden Municipal Scholarship Committee	<i>The City of Malden started this years ago</i>
	<i>Joan Chaisson was the first Chairperson</i>

7. **CHALLENGES:** Provide a brief description of three challenges this Board/Commission faces.

1.	Deciding how much money to give out each year
2.	Selecting recipients for scholarship money
3.	Getting the word out about this scholarship

8. **GOALS:** Describe three goals this Board/Commission has for the year ahead.

1.	Advertising more on getting donations for this scholarship
2.	Making a pamphlet of the past recipients who received this scholarship and where they are now so that maybe Malden residents would make a donation.
3.	Past recipients that we have given this scholarship to would somehow give back to the city. (Pay it Forward)


Signature of Chair

Date: April 30, 2018