KENDALL COUNTY JUVENILE JUSTICE COUNCIL (JJC)  
SCHOLARSHIP COMMITTEE

Kendall County Courthouse State’s Attorney’s Office  
Conference Room  
January 24, 2017  
4:00 p.m.

MINUTES

I. Call to Order- 4:00 p.m.
II. Roll call
   Members Present: Ryan Phelps, Arissa Wallis, JoAnn Britton, Traci LaMon,  
   Courtney Transier
III. Approval of minutes from last meeting (April 26, 2016)- tabled until the next meeting
IV. New Business
   (a) Vote on Secretary- Courtney volunteered to be secretary. JoAnn moved that  
       Courtney be the secretary, Traci seconded. Motion carries.
   (b) Discuss eligibility requirements for the scholarships- the committee would like to  
       keep the eligibility requirements the same as last year.
   (c) Vote on eligibility requirements- Ryan moved to keep the eligibility requirements  
       the same as last year, JoAnn seconded. Motion carries.
   (d) Vote on how to decide the winners of the scholarship- This will be decided at a  
       meeting at a later date. We would like to use the same system we used last year:  
       60 points for the essay, 35 points for the personal essay, and 5 points for income
   (e) Vote on when the scholarship application will be released- Arissa moved to  
       release the application on February 1, 2017, and Courtney seconded. Motion carries.
   (f) Vote on deadline for submitting the application- Ryan moved to have the deadline  
       for the application April 3, 2017, JoAnn seconded. Motion carries.
   (g) Vote on date for press release- Ryan moved to have the press release set for  
       February 1, 2017, Courtney seconded. Motion carries.
   (h) Vote on locations to distribute the press release- Ryan moved to distribute the  
       press release to the State’s Attorney’s press release list, local newspapers, schools,  
       and post on social media sites, Courtney seconded. Motion carries.
   (i) Discuss criteria for scholarship- the committee would like to use the same criteria  
       we used for last year’s scholarships.
   (j) Vote on criteria for awarding scholarships- Ryan moved that we use the same  
       criteria as we used last year, JoAnn seconded. Motion carries.
   (k) Discuss application and instruction form for scholarship- we will make a few  
       changes to the application form: a four year college option needs to be added, and  
       the not enrolled option needs to be removed. Some of the dates need to be  
       updated to 2017, and we will add a new essay question. The committee discussed  
       what the new essay question would be.
Vote on application and instruction form for the scholarships- Ryan moved to make the changes that were discussed to the application, JoAnn seconded. Motion carries.

Vote on the form and language of the press release- Ryan updated the press release that was used last year, and Ryan will add the Oxford commas to the press release before its release. Ryan moved to use the updated release with the corrections discussed, Arissa seconded. Motion carries.

Discuss the presentation of the scholarships and announcement of winners- the committee discussed announcing the winners of the scholarships at the SKY 5k run on April 29, 2017. We would also like the recipients to be recognized at the County Board meeting like they were last year. We will have to figure out when County Board meeting the recipients can attend and make arrangements for that. We will discuss the issue further at a later meeting.

Vote on date and location to award the scholarships- Ryan moved to award the scholarships at the SKY 5K run on April 29, 2017, Courtney seconded. Motion carries.

Vote on who will present the scholarships- Courtney moved that Ryan and Eric Weis present the scholarships to the winners, Arissa seconded. Motion carries.

Discuss certificate for the winners- We can use the same one we used last year. Ryan will update it and print it.

Other- Ryan will scan and email the applications as he receives them so that we can start reviewing them as they come in.

V. Old Business
VI. Citizens to be heard
VII. Next meeting- April 11, 2017 at 4:00 p.m.
VIII. Motion to adjourn by Joann, seconded by Arissa, motion carries.
IX. Adjournment at 4:35 p.m.