

CITY OF SANTA CLARA  
YOUTH COMMISSION MINUTES  
August 19, 2014

The City of Santa Clara Youth Commission met for an informational meeting on Tuesday, August 19, 2014 at 6:00 pm at the Santa Clara Teen Center, 2446 Cabrillo Avenue, Santa Clara, California.

Present: Commissioners: Samia Abbasi, Ajaipal Chahal, Devleena Das, Sarisha Kurup, Vyvy Nguyen, Tamara Pantic, Sheryl Ratnam, Andrew Rauschhuber, Alyssa Riley, Tara Singh, Michelle Vo, Shana Vu, Ryan Winter, and Ashley Wong

Absent: Unexcused – Karla Cisneros

Guests: Antonio Davila – interested in being a Member at Large  
Renvir Gellon – interested in being a Member at Large  
Ria Nawathe – interested in being a Member at Large  
Rachel Ratnam – interested in being a Member at Large

Staff Present: Jennifer Herb, Recreation Supervisor & Staff Liaison  
Jennifer Yamaguma – City Clerk’s Office

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Matters for City Council Action – None

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- I. CALL TO ORDER - The meeting was called to order by Jennifer Herb at 6:25 pm.
- II. INTRODUCTION OF GUESTS
  - A. Antonio Davila – interested in being a Member at Large
  - B. Renvir Gellon – interested in being a Member at Large
  - C. Ria Nawathe – interested in being a Member at Large
  - D. Rachel Ratnam – interested in being a Member at Large
- III. APPROVAL OF MINUTES – None
- IV. CORRESPONDENCE/COMMUNICATIONS–
  - A. Archbishop Mitty High School
    1. August 12 – Life Team Pilgrimage
    2. August 18 – Robotics meeting
    3. September 6 – Back to School Dance
  - B. Santa Clara High School
    1. August 11 – 15, Band Camp
    2. August 18 – Senior Sunrise
    3. August 21 - Interact
    4. August 22 – Class meetings
    5. August 29 – Football scrimmage
    6. September 5 – Club Fair
    7. September 10 – Back to School Night

8. September 12 – Fall Sports Rally
  - C. Buchser Middle School
    1. August 29 – Back to School Night
  - D. Wilcox High School
    1. August 29 – Levi’s Stadium football game
    2. September 3 – Back to School Night
    3. September 5 – Club Faire
    4. September 5 & 6 – Santa Clara vs. Wilcox, J.V Volleyball tournament for Breast Cancer Awareness
    5. September 12 & 13 – Santa Clara vs. Wilcox, Varsity Volleyball tournament for Breast Cancer Awareness
  - E. St. Francis High School
    1. August 20 – Back to School Night
    2. August 22 – Interact Board meeting
    3. August 24 – Senior Student/Parent College Admissions Workshop
    4. September 5 – Back to School Rally
    5. September 6 – Back to School Dance
    6. September 13 & 14 – Debate Tournament
  - F. Mission Middle College
    1. August 25 – First Day of Classes
  - G. The Harker School
    1. August 21 – Class trips
    2. August 22 - Matriculation
    3. August 25 – School begins
- V. SUMMARY OF CITY COUNCIL ACTIONS – None
- VI. NEW BUSINESS
- A. Review phone, email, and birthday roster – Jennifer Herb provided the Youth Commission with a phone and email list. The Youth Commission checked each document for accuracy. Jennifer Herb will make the correct changes and email to the Youth Commission.
    1. Badge – Jennifer Herb explained that the Youth Commission would be receiving a name badge that they should wear to all events.
  - B. Review 2013-2014 City of Santa Clara Youth Commission accomplishments – Youth Commissioners from last year discussed the list of accomplishments from the 2013-2014 term with the new Youth Commission members.
  - C. Review 2014-2015 meeting and activity calendar – Jennifer Herb reviewed the meeting and activity calendar with the Youth Commission. This calendar will be used when the Youth Commission develops their goals for the 2014-2015 term.
  - D. Youth Commission Binder
    1. By-Laws – Jennifer Herb discussed the new inserts for the Boards and Commissions Hand Book. She informed returning Commissioners to replace the old information with the current information.
    2. Brown Act – Jennifer Herb reviewed the Brown Act Policy with the Youth Commission.

3. Parliamentary Procedure – Jennifer Herb discussed and explained the Parliamentary Procedure with the Youth Commission.
- E. Member at Large Program – Returning Youth Commissioners explained the Member at Large program to the Youth Commission, and the difference between a Youth Commissioner and a Member at Large.
- F. Brainstorm 2014-2015 Youth Commission goals – Jennifer Herb asked the Commissioners to come to the September meeting prepared to discuss ideas and have input regarding possible goals for the new term. The Youth Commission will finalize their goals at the September 16 meeting. Their suggestions are as follows:
- G. Youth Commission T-shirts – Jennifer Herb informed the Commissioners that she will work to develop a print concept and report back to the Youth Commission. Commissioner Michelle Vo offered to help with the design.
- H. Sunset Cinema: Back to School Edition, September 19 at the Teen Center – The Teen Center is hosting an outdoor movie, to welcome the students for the new school year. Entrance and movie is free, and food will be available for purchase.
- I. City of Santa Clara Art & Wine Festival – loading/unloading, September 12 & 14 – The Youth Commission will be helping the vendors load and unload their supplies for a fee of \$8.00/load. The money raised will go towards Scholarship fund, sponsored by the Youth Commission. This money will be awarded to deserving juniors and graduating seniors in May.
- J. City of Santa Clara Art & Wine Festival, September 13 & 14 – The Youth Commission will be selling Grilled Cheese and Paninis along with juice boxes in the Food Booth. The money raised will go towards the Scholarship fund, sponsored by the Youth Commission. This money will be awarded to deserving juniors and graduating seniors in May.
- K. At the September 16 meeting, the Youth Commission will discuss the following:
  1. Election of officers – Jennifer discussed with the Youth Commission the different positions and the responsibilities that go along with each one. Elections for these positions will take place at the September 16 meeting.
  2. Finalize 2014 – 2015 goals.
  3. Develop a calendar of events for the 2014-2015 term.
  4. Form committees

VII. PUBLIC PRESENTATIONS – None

- VIII. ADJOURN – A motion was made by Devleena Das to adjourn the meeting at 7:54 pm. Samia Abbasi seconded the motion. Meeting was adjourned to the next scheduled meeting, Tuesday, September 16, at the Teen Center.

Minutes Prepared by: \_\_\_\_\_  
Jennifer Herb  
Youth Commission Staff Liaison  
Recreation Supervisor