CITY OF SANTA CLARA
YOUTH COMMISSION MINUTES

Tuesday, August 25, 2015

The City of Santa Clara Youth Commission met for their regularly scheduled meeting on Tuesday, August 25, 2015 at 6:00 pm at the Santa Clara Teen Center, 2446 Cabrillo Avenue, Santa Clara, California.

Present: Commissioners: Samia Abbasi, Meyhaa Buvanesh, Antonio Davila, Dorian Hahs, Genevieve Iben, Caroline Kloes, Alicia Luong, Damarah Madriaga, Vyvy Nguyen, Tamara Pantic, Catherine Petersen, Alyssa Riley, Ryan Winter

Absent: Delilah Anaya – Unexcused

Sarisha Kurup – Excused

Guests: N/A

Staff Present: Jon Kawada, Acting Recreation Supervisor and Staff Liaison

 Nan Choi, Teen Librarian

Matters for City Council Action – None

1. CALL TO ORDER - The meeting was called to order by Jon Kawada, Staff Liaison, at 6:07 PM.
2. INTRODUCTION OF GUESTS
	1. None
3. APPROVAL OF MINUTES
	1. None
4. CORRESPONDENCE/COMMUNICATIONS
	1. Jon Kawada asked Youth Commissioners to email school activity calendars to him.
5. SUMMARY OF CITY COUNCIL ACTIONS – None
	1. Ad Hoc Committee – Youth Soccer Fields and Athletic Facilities
		1. Antonio Davila and Tamara Pantic attended the August 17 meeting at City Hall and reported some of the draft locations, plans, and feedback from the meeting. Youth Commission plans to continue attending meetings, as available.
6. NEW BUSINESS
	1. Review roster information for accuracy – Youth Commissioners checked the draft roster for correct and current contact information. Updated roster will be provided to commissioners.
		1. Badges – Jon Kawada explained that the Youth Commission would be receiving a name badge that they should wear to all events. There was a suggestion for magnetic clasps.
	2. Review 2015-2016 Meeting and Activity Calendar – Jon Kawada reminded commissioners that most monthly meetings occur the second Tuesday of the month and committee meetings are usually on the fourth Tuesday of the month.
	3. Member at Large Program – Jon Kawada explained the program to commissioners and ask that commissioners are encouraged to invite peers who may be interested.
	4. Upcoming Events
		1. Art and Wine Festival – Jon Kawada spoke to the commissioners about the importance of the Art and Wine Festival to the fundraising efforts of the Community Service Scholarship. Tamara Pantic agreed to help contact local pizza businesses for a possible partnership for the food booth. An initial sign-up sheet for shifts was distributed. The sign-up sheet will also be distributed at the September 8 meeting.
			1. Friday, September 18 & 20; Loading and Unloading
			2. Saturday and Sunday, September 19 & 20; Food Booth
		2. Sunset Cinema – Jon Kawada would confirm the availability of space in the park (preferably by the north entrance to Central Library). Nan Choi would research availability of movies rated PG or G.
			1. Friday, October 2 at Central Park (to be confirmed)
			2. Movie Suggestions
		3. Halloween Party at the Walter E. Schmidt Youth Activity Center – Commissioners were asked to save the date. Shifts would be determined at the October meeting.
			1. Saturday, October 31
	5. Next Meeting – Tuesday, September 8
		1. Oath of Office – Commissioners were reminded that the City Clerk’s Office would attend the September meeting for the oath of office ceremony.
		2. Photos – Commissioners were asked to wear business casual attire for commission photos.
		3. Election of Officers – Jon Kawada gave a brief overview of the positions and responsibilities of the officer positions. Voting would occur at the September 8 meeting.
			1. Positions and Responsibilities
		4. Finalize 2015-2016 Work Plan – Commissioners began to brainstorm ideas including: music festival, talent show, teen friendly business, 5k run/walk, free CPR class, How to Life 101 (cooking class), mural, how to create a garden, water conservation, board game night, multicultural event.
			1. Form Committees
		5. Youth Commission T-Shirts – Vyvy Nguyen agreed to create a draft layout for apparel.
7. PUBLIC PRESENTATIONS – None
8. ADJOURN – A motion was made by Jon Kawada to adjourn the meeting at 7:39 PM. Samia Abbasi seconded the motion. Meeting was adjourned to the next scheduled meeting, Tuesday, September 8 at the Santa Clara Teen center.

Minutes Prepared by:

Jon Kawada

Youth Commission Staff Liaison

Acting Recreation Supervisor