

**Petaluma Youth Commission
Meeting Minutes
May 12, 2009
6-8PM**

Call to order at 6:00PM - Commission Chair Abbott

Roll Call - Commission Chair Anne

Commissioners Present: Abbott, O’Kane, Souza, Pritchard, Velasquez, Faur, Russell, Arango, Clare do Ceu, Leahy, Silva, McNamara, Abercrombie

Commissioners Absent: Yoshioka, Hall, Torres, Hernandez, Meyers

Staff: Serene Cooper

Approval of Minutes: January-April minutes still need to be approved and posted

Correspondence: none

Public Comments:

Tiffany Renee, city council member was a guest at the meeting. Councilwoman Renee wanted to attend to see how the year went and report back to the council.

Old Business

Commitment Agreement Statement. Commissioners reviewed the document and gave feedback for revisions. The leadership committee will work on this agreement statement and the guidelines and policies over the summer. These will be sent via email for review.

Commission Comments and Reports:

Congratulations to Jennifer Arango who won the Press Democrat Award of \$1000 in the Math/Technical category. Kyle Yoshioka was also a finalist.

Membership Committee

24 Youth applications, 3 Adult Applications

Slate will go to city council June 15th, official July 1st appointment

Process: send letter to potential commissioners, then call the alternates on waiting list

Recommend youth or adults into other leadership opportunities in community

What is our policy in keeping youth involved with the youth commission?

How to integrate interested parties into project work with youth commission?

Refer to the Petaluma Youth Network youth council

Community Outreach Committee

Review of draft power point presentation for the June 15th annual report to the city council. Comments and feedback received from the commission and councilwoman Renee.

New Business

Youth Commission Feedback Session

What Worked This Year

Committee Meetings

One on one contact

Small group work

People joined an activity even if they were not on a committee

People built relationships with each other doing committee work

What Didn't Work

Committee Structure/ Meetings

-commission meetings are too infrequent, we lose momentum

-we should meet twice a month

-too many committees and committee meetings

-felt disconnected to others outside of committee, lack of engagement by some not in committees

- only got know people in your committee

-didn't like committee reports during whole commission meeting

Suggestions for Next Year

Project based assignments

-greater accountability, action items, no committees, join on a assignment basis

-engage on the level you want , don't need to be on a committee to participate

-more interaction with each other

-I get to choose the activity I'm interested in and will be more committed

Communications

-better communication

- greater explanation of work going on in committees

-what outreach has been done in the community

-electronic communication: twitter, email minutes, webpage, yahoo group

-an internet site to host communications, agenda, minutes, on-going list of ideas and other documents

-communicate needs more efficiently, check mailing addresses

-send out minutes in a timely manner with dates and reminders

-email committee minutes out to whole commission

- need more people to join in and work on projects
- ask for help from whole commission if you need it

Mentoring

- Adults weren't aware of their responsibilities to teens
- Expectations for next year:
 - check on absentees to catch them up on missed meetings
 - expectations on the leadership day or mentoring exercise
 - put new teen members with existing teen members or existing teen member to mentor a new adult member
 - existing commissioners should reach out to new members at the ice cream social
 - spend more time with buddy/mentor during leadership day
 - let mentorships happen naturally with people you feel comfortable
 - include mentoring expectations/ rules to the guidelines
 - make sure that you and your buddy feel supported
 - work on communication and building a relationship with your buddy/mentor/ee

Commission Meeting and Format

- at meetings we need to create next meeting's agenda- more active participation
- don't want to sit in a large group the whole time
- more youth participation, different leadership and participatory role
- enforce youth and adult attend meetings
- small group work in larger commission meetings
- smaller groups better facilitate quieter voices
- louder voices need to be more aware of quieter voices and make room for them
- remember to speak one at a time
- meetings run by teens more than adults
- let things happen more organically
- revisit "old business" more often don't let things just drop off
- call for agenda items 2 weeks before meetings
- year long agenda outlining priorities
- use of yahoo group for communicating and posting documents

June 9, 2009 Meeting

- Melissa - ice cream donations
- Patricia - Paper products
- Katie – bring toppings/organize needs for the social mixer
- Leadership committee – plan day/event
- Jaelyn – fun games/mixer
- Follow up by email on event planning

Action Items:

What, Who, When

Adjourn Motion to Adjourn- Commissioner Abbott

Notes prepared by Melissa Abercrombie and Serene Cooper