

Jefferson County Youth Advisory Board Meeting
August 16, 2016

Present: Sheryl Foan, Kay Peck, Kathleen LaClair, Jane Gendron, Matt Rogers, Mary Mathewson, James Schell, Stephanie Graf.

Excused: Rebecca Reed, Sharon Chaple, Carolyn Fitzpatrick, Tom Powlin, Scott Weller, Jessie Roshia and Kristina Shaw

The meeting was called to order by K. LaClair at 4 pm.

Welcome and introductions were made.

The April 19, 2016 minutes were reviewed and approved with a motion by J. Gendron, second M. Mathewson.

Director's Report

Mr. Schell presented and reviewed the following reports;

- Memorandum dated June 22, 2016 from the Office of Children and Family Services.
- 2016 Youth Bureau Funded Programs
- 2016 Recreation Scholarships
- Youth Bureau Annual Administrative Summary

Mr. Schell reported there were awards totaling \$12,000 allotted for recreational scholarships with \$11, 751.00 expended to date. Most other programs are summer programs, so expenses won't be realized until the 3rd quarter. There was an issue with "Learning by doing" program which was worked out with the program and the Zoo.

Stephanie Graf provided an overview of the awards luncheon:

- 93 attendees
- The Recognition Committee will need to take a more active role in the planning and implementation of the event.
- Need to coordinate with the press next year.

S. Graf thanks J, Schell for once again securing a sponsor for the event.

Committee Reports

Monitoring Committee – visits are being scheduled and completed. A new form is being used this year.
Proposal Screening – no report, but a meeting does need to be scheduled.

Recognition – no report

Board Development - report will be presented at a future meeting

Youth & Community Development – will need to schedule a meeting

A discussion regarding training was held. Mr. Schell reported Lori has completed some calculations and we may have \$5200.00 left over due to reduction of Administrative cost. J. Schell will wait until all unused funds recognized. S. Graf asked if the funds could be used for training. We could collaborate with community partners to bring a speaker to the community – we will have to identify a need.

Old Business – none

New Business – Jessie Roshia has submitted his resignation due to a new position. Kay Peck will also be off the board in January due to retiring.

A motion from S. Foan, second by K. Peck to accept Dan Deegan as a new member of the board. Motion carried.

Next meeting – November 15, 2016.

Motion to adjourn was made by K. Peck with a second from S. Foan at 4:55 p.m.

Respectfully submitted,

Jane Gendron