

Name: Needham Youth Center

Location: Broad meadow Elementary School, Rm. 115

Date: February 14, 2012

Time: 7:30pm-8:30pm

Present: Trish Lincoln, Peter Sylvester

Excused: Pam Sickles, Ellen Gelep, Toni Carbone, Melissa Meehan

Guests: Jennifer Quinn, Julie Reich

1. Review of Youth Center events since last meeting
 - 1/20/12 – 6th grade event – 247 students – no issues.
 - 2/3/12 – 7th and 8th grade event – did flag football with prizes – 162 students. Three 8th grade girls removed from event by police and parents related to incident at another students' home – no problem with students at event.
2. Budget – no concerns at this time – (approximately -\$1800 balance for year due to single grade events with limited attendance)
3. Staffing
 - All staff CORIED. No issues.
4. DJ
 - No issues.
5. Event food
 - No issues.
6. Police detail
 - Set for all three March events.
7. Drop off at event
 - No issues.
8. Pick up at event
 - No issues
9. Communication of events
 - No issues.
 - HR/Pollard PTC website and newsletter very helpful in getting information to Families – have posted information on open board positions
 - Same communication methods as last year in place.
 - A. Town newspapers - Ellen
 - B. Town of Needham website – info updated
 - C. High Rock Pollard website – info updated
 - D. Posters at schools – Pam and Melissa
 - E. G mail account
10. Communications with High Rock and Pollard schools. Emails sent to both principals with information on the Youth Center to be announced at staff meetings. Emails sent to grade level administrators at Pollard School with Youth Center information to be announced at staff meetings. Teachers from both schools invited to attend Youth Center events.
11. Communications with parents – continue to ask for applications for new board members through PTC newsletters. Meeting set up with Karen Mullen for January to discuss Fifth Quarter program currently at NHS. Meeting set up with Carol Read from Public Health to discuss how Youth Center fits in with other town programs.
12. Communications with students
13. Planning of future events – PLEASE NOTE CHANGES IN GRADES
 - 3/2 is now a 6th grade event

Discussed possibility of Touchdown club running snack bar at later event with football players running flag football game with students – continue awaiting info

3/2/12 – 6th grade event

3/16/12 – 6th and 7th grade event

3/30/12 – 8th grade graduation dance

4/27/12 - 6th and 7th grade event

5/4/12 – All grade event

14. Graduation dance – Toni will coordinate - Toni in contact with Pollard student council. Blue and gold picked as colors. TO BE DONE: Materials need to be ordered from Oriental Trading and balloons from Party Works. Arrangements for decorating needed. Advertising.

Event will be free.

Peter will take care of purchasing food, beverages, plates, napkins, and deserts.

15. End of year carnival

No plans.

16. Communications with town hall

In place

A. Assistant town manager

B. Board of Selectman

C. Town of Needham website

Meeting with Carol Read from Health Department related to Youth Center responsibilities being assumed by Town, and concern regarding lack of applicants for YC board for next year. Carol has spoken with head of Health Dept, Janice Burns, and Chris Coleman – updates pending.

Presented Youth Center updates at Youth Services monthly meeting – Youth Services informed of concern regarding lack of YC board for next year.

17. Updates from board members – Next youth center meeting is 3/13/12 at 7:30pm in Rm115 - Small Conference Room – RTU 2 at Broadmeadow Elementary School

Jennifer and Julie present as invited guests – have expressed interest in Youth Center board positions and were invited to attend meeting. Youth Center board responsibilities outlined and questions answered.