



SARATOGA YOUTH COMMISSION REGULAR MEETING

JUNE 8, 2021

Teleconference/Public Participation Information to Mitigate the Spread of COVID-19

This meeting will be entirely by teleconference. All Commission members, staff, and public will only participate via the Zoom platform using the process described below. The meeting is being conducted in compliance with the Governor's Executive Order N-29-20 suspending certain teleconference rules required by the Ralph M. Brown Act. The purpose of this order was to provide the safest environment for the public, elected officials, and staff while allowing for continued operation of the government and public participation during the COVID-19 pandemic.

Members of the public view and participate in the meeting by using the Zoom website <https://us02web.zoom.us/j/87577525854> or App (Webinar ID 875 7752 5854) and using the tool to raise their hand in the Zoom platform when directed by the Chair to speak on an agenda item.

The public will not be able to participate in the meeting in person.

As always, members of the public can send written comments to the Commission prior to the meeting by commenting online at www.saratoga.ca.us/yc prior to the start of the meeting. These emails will be provided to the members of the Commission and will become part of the official record of the meeting.

During the meeting the Chair will explain the process for members of the public to be recognized to offer public comment.

In accordance with the Americans with Disabilities Act and the Governor's Executive Order, if you need assistance to participate in this meeting due to a disability, please contact the City Clerk at debbieb@saratoga.ca.us or calling 408.868.1216 as soon as possible before the meeting. The City will use its best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety.

7:00 PM YOUTH COMMISSION REGULAR MEETING

ROLL CALL 7:02 p.m.

Present: Bradley, Hicks (late), Huang, Jain, Leung, Liu, Lu, Madhan, Raamkumar, Wang, Zhai.

Absent: None.

Attendees: Nicole Hao, Ashly Henry, Saket Kelkar, Aniket Singh, Alexander Xia.

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

Any member of the public may address the Youth Commission for up to three (3) minutes on matters not on the Agenda. The law generally prohibits the Youth Commission from discussing or taking action on such items. However, the Youth Commission can schedule the item for discussion at a future meeting.

AGENDA ITEMS:

1. Youth Commission Minutes

Recommended Action:

Review and approve the minutes from the May 25, 2021 meeting.

Wang motioned to approve the May 25 minutes. Zhai seconded the motion. AYES: Bradley, Huang, Jain, Leung, Liu, Lu, Raamkumar, Madhan, Wang, Zhai. NOES: none. ABSTAIN: none. PASSED 10-0.

2. Treasurer Report and Fundraising Final Total

Recommended Action:

Receive any updates and the final fundraising total from the Youth Commission Treasurer.

- **Raised over \$3,200 for the inclusive playground fundraiser!**
- **Raised money from GoFundMe, Toga Trails, individual checks, and the Rotary Club grant**

3. Toga Trails 2021

Recommended Action:

Receive any updates from subcommittees and from staff. Reminder of schedule for last email and drawing.

- **Logistics subcommittee**
 - **Second to last email sent out; will be sending out an email to winners**
- **Marketing subcommittee**
 - **Will be posting submission and winner photos on Instagram**
 - **Subcommittee currently working on a Toga Trails recap video**
- **Prize subcommittee**
 - **Record randomized drawing as a subcommittee and choose winners**
 - **Subcommittee to email list of winners to staff liaison**

4. Saratoga Speaks

Recommended Action:

Receive informational report from Aria, Jacob, and Nivi on the last episode of *Saratoga Speaks* for the 2020-2021 school year.

- **In the process of editing the mayor interview**
- **Video draft will be going out to Lauren by June 9 before final edits**
- **Subcommittee will reach out to Nicita for social media promotion**

5. Recap of 2020-2021 Work Plan

Recommended Action:

Discuss a recap of the 2020-2021 school year and Youth Commission Work Plan. Share words of wisdom and feedback with newly appointed Commissioners. Brainstorm any ideas or topics to bring back after the summer break for the 2021-2022 Youth Commission Work Plan.

- **Marketing tips from Toga Trails:**
 - **Word of mouth marketing worked especially well**
 - **Regular meetings within subcommittees and Laurenhelped groups stay on track**
 - **Put yourself in the perspective of your audience (ie. what incentives or prizes would you want?)**
- **SED Talks:**
 - **Each speaker brought an interesting array of ideas**
 - **Have more diversity (gender, racial, sexual, neurodiversity, etc.) on the speaker panel next year**
 - **Create contact lists earlier to make sure there's no last minute rush in securing speakers**
 - **Could consider turning initiative into a whole commission effort next year**
- **Holiday Appreciation cards:**
 - **Don't be afraid to reach out to adults like principals, teachers, councilmembers, firefighters, etc.**
 - **Make sure to always cc Kayla in your emails!**
- **Dance for Individuals with Disabilities replacement recap:**
 - **Give more time for marketing**
 - **Reach out to a wider variety of audiences, not just schools, but different neurodiversity organizations as well**
 - **Emphasize that events are planned for individuals of all ages and abilities**
- **Saratoga cookbook event:**
 - **Message friends and people for recipe ideas on social media**
- **Fundraising tips:**
 - **Create and keep track of a spreadsheet (expenditures, donations, etc.) or anything that keeps the Commission budget organized**
 - **Make sure to come prepared for council and treasurer reports**
 - **Make the initiative clear in order to talk comfortably with others; word of mouth is especially important for fundraising**
 - **Reach out to adults and teens alike**
- **Saratoga Speaks:**
 - **Don't be scared to follow up and email a lot of people; major struggle was with finding and securing speakers**
 - **Consider keeping in touch with SED Talks to eliminate overlap and share ideas**
 - **Creating and following through with a set schedule makes work more efficient**
- **General work plan ideas: Think about what you're passionate about and follow through with it! Consider the impacts you want to achieve in the community and work towards it. Don't hesitate to reach out to our staff liaison, Kayla!**
- **Commissioner words of wisdom:**

- **The Commission is a safe space: everyone wants to hear any and every idea you have, so don't be afraid to share!**
- **Don't be afraid and don't stay quiet if you have an idea; every idea is worthy and make sure to cherish every moment**
- **Think about events you want to see through and which ones you're passionate about seeing in the Youth Commission**
- **The skills you learn in the Youth Commission can really benefit the communities you're in; you can only develop these skills by putting yourself fully into the Commission**
- **Set expectations and deadlines; make sure that you're not taking on too much for you to handle (find your balance)**
- **Deadlines are a great way to keep yourself accountable**
- **Having expectations for the people you work with in a subcommittee; get to know the people in your subcommittee**
- **Don't procrastinate and stay on top of your work; maintain good communication and regular check ins**
- **Google Calendar and Google Drive folders are very helpful**
- **Communicate with subcommittees early and come prepared in your subcommittees**
- **There is no wrong answer in the Youth Commission**
- **Observe the people around you and learn from what they're doing: you learn from your own mistakes, but you can also learn from and take away ideas and skills from the work of other Commissioners!**
- **June 19, 9 a.m. - 3 p.m.: first community apricot harvest, Saratoga Library**
- **Saratoga Movie Nights beginning in July or August at El Quito Park**

6. End of the Year Presentation Recap and Celebration

Recommended Action:

Discuss how the presentation of the Youth Commission's FY 2020/21 workplan accomplishments went at the June 2, 2021 City Council Meeting. Select dinner option(s) for the end of the year celebration on June 17, 2021.

- **Something we did well:**
 - **Prepared a lot and it showed**
 - **Everyone was very well spoken**
- **Something to improve on:**
 - **Keep the presentation shorter**

7. Future Agenda Items

Recommended Action:

Consider agenda items for upcoming meetings. The next Youth Commission meeting is scheduled for August 24, 2021.

- **Brainstorm ideas for 2021-2022 Work Plan, apparel and attendance**

ADJOURNMENT 9:01 p.m.

CERTIFICATE OF POSTING OF THE AGENDA, DISTRIBUTION OF THE AGENDA PACKET, COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT

I, Kayla Nakamoto, Analyst for the City of Saratoga, declare that the foregoing agenda for the meeting of the Youth Commission was posted and available for review on June 2, 2021 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at www.saratoga.ca.us.

Signed this 2nd day of June 2021 at Saratoga, California.

Kayla Nakamoto, Administrative Analyst

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Youth Commission by City staff in connection with this agenda, copies of materials distributed to the Youth Commission concurrently with the posting of the agenda, and materials distributed to the Youth Commission by staff after the posting of the agenda are available on the City Website at www.saratoga.ca.us. Following removal of State and local shelter in place orders these materials will be available for review in the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, California.

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