



City of Saratoga Youth Commission

Minutes

DATE: Tuesday, October 23, 2018

TIME: 7:00p.m.

LOCATION: Joan Pisani Community Center
19655 Allendale Avenue
Saratoga, CA 95070

Call to Order **(7:11pm Smails)**

Roll Call: Agarwal, Cheatham, Chittharanjan, Koneru, Miller, Peer, Pyun, Rammohan (**absent**), Smails, Wiles, Yoon.

Report on Posting of the Agenda: Pursuant to Government Code Section 54954.2, this meeting was properly posted on October 18, 2018.

Accept Agenda Items: No additional items may be added pursuant to Government Code Section 54954.2.

Approval of October 9th minutes (Motion to approve: Koneru, Miller**)**

Oral & Written Communication: Any member of the public may address the Commission about any matter not on the agenda for this meeting for up three minutes. *Commissioners may not comment on the matter, but may choose to place the topic on a future agenda.*

I. Pizza & Politics - Recap

- a) How did the event go?
 - a. Well Organized
 - b. Overall, it went well
 - c. Good audience interaction
- b) What can we improve for next time?
 - a. Better publicity

II. Marketing Plan – Lauren Pettipiece

- a) Work with Lauren to tap into City's media platforms (twitter, facebook, newsletter, etc.)
- b) Also, contact her for traditional news.
- c) To help prepare marketing materials (requests must be made 1 month prior), put something out on social media (3-4 weeks notice)

III. Youth Commissioner Expectation Review

- a) Communications
 - a. Checking emails regularly
 - i. Updates
 - ii. Communications with non-commissioners
- b) Participation & Prioritization
- c) Respect
 - a. Staff, peers, council members, community members, etc.

IV. Donation Policy Request

- a) Update on list of events/donations proposal – Naisha/Kayla
 - a. November 7th – Naisha/Kayla present to City Council
 - b. All commissioners should attend
 - c. No donation solicitation until approval is received from City Council

V. Tree Planting with Parks & Recreation Commission

- a) Update – Kayla
 - a. Our City Forest
 - i. Volunteer Days
 1. Go out and plant with Our City Forest (dates – TBD – Kayla will request and report back to the commission)
 - b. Arbor Day – April
 - c. Spring Option
 - i. Wait for more information from the Director of Public Works and their architect/design

VI. Walk One Week - Updates

- a) Reach out to local schools for dates to do WOW (Fall vs. Spring)
 - a. Argonaut - Kami
 - b. Saratoga – Mary Elizabeth
 - c. Foothill (TBD) – Naisha
 - d. Marshall Lane (Spring) - Safia

VII. Workplan

- a) Schedule dates for the events for the year to begin planning and prioritizing
 - a. SASCC (Health Fair) – November 3rd
 - b. Kahoot (4:00-6:00pm)
 - i. Safia will contact MOD Pizza
 - ii. Isaac will contact Pizza My Heart
 - iii. Kami will contact Big Basin Cafe
 - c. Winter Movie Night (6:30-9:00pm) – November 30th/December 7th
 - i. Contact Saratoga Library for venue – Nithya
 - ii. Chris will also inquire information for library
 - iii. Kayla will contact Argonaut for backup
 - d. Art Exhibition (12:00-3:00pm) – February 16th
 - i. Senior Center or Rotary
 - e. Dog Social (12:00-3:00pm) – March 23rd
 - f. St. Paddy's Day – March 16th

VIII. Witchy Walk

- a) Attire
 - a. Make sure that everybody comes in costume
- b) Schedule 5-6 commissioners
 - a. Prepare for lots of face painting
- c) Bring 2 bags of candy!
- d) Downtown Saratoga
 - a. 1:45-4:15pm
 - b. Check in with Michael

IX. Annual Health Fair

- a) Saturday, November 3rd – West Valley College at Campus Center
- b) 8:30-12:30pm Shift Assignments
 - a. Isaac, Safia (speaker), Mary Elizabeth, Nithya, Pranav
- c) 11:30-3:30pm Shift Assignments
 - a. Chris (speaker), Nithya, Naisha, Carolyn
- d) Be prepared to face paint if needed - **NEW!**
- e) Casual Attire/Volunteer Shirts
- f) Games (2-5 for all ages)
 - a. Budget
 - b. Supervise
- g) Need 2 (1 per shift) to announce raffle prize(s) and briefly introduce the commissioners in each shift to the audience.
- h) Work on putting together games!

X. Important Upcoming Dates

- October 27th: Witchy Walk 1:45-4:15pm – Downtown Saratoga
- October 30th: Commissioner Recognition Dinner 7:00-9:00pm – Saratoga Foothill Club
- November 3rd: SASCC Annual Health Fair 8:30-3:30pm – West Valley College
- November 7th: City Council Meeting 6:45-9:30pm – Civic Theater

XI. Adjournment (9:13pm)

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability- related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at 408.868. 1294 or debbieb@saratoga.ca.us. Requests must be made as early as possible and at least one full business day before the start of the meeting.

Certificate of Posting of Agenda:

I, Kayla Nakamoto, Recreation Coordinator for the City of Saratoga, declare that the foregoing agenda for the meeting of the Youth Commission of the City of Saratoga was posted on October 18, 2018 at the office of the City of Saratoga, 13777 Fruitvale Ave., Saratoga, CA 95070 and was available for public review at that location. The agenda is also available on the City's website at www.saratoga.ca.us.