



## YOUTH ADVISORY COMMISSION AGENDA

### YOUTH ADVISORY COMMISSION

### REGULAR MEETING

June 29th, 2022

RECREATION CENTER CONFERENCE ROOM

8:00 AM

#### 1. Call to Order/Roll Call

- a. Grazia
- b. Kenyan
- c. Daniel- *excused*
- d. Scarlett
- e. Mike
- f. Angie

*The meeting was called to order at 8:04 AM by the Chair, Grazia Novak.*

#### 2. Review previous meetings minutes, vote to confirm

*With all in favor, the minutes were approved.*

#### 3. Public Input

*There was no public input.*

#### 4. Event Plans

##### a. Updates

i. Event permit - *the event permit is complete, all that is left is an updated site map, which was completed during this meeting.*

##### ii. Volunteers

###### 1. Recruitment and incentives -

*An update was given on the current status of volunteer sign-ups, and while most of the spots were taken on Friday the 29th, the 30th is still lacking some. It was decided that the commission would reach out to the BHS music program and the boosters club to gain additional volunteers. Volunteers will need to be contacted this week for an update. For incentives, the commission decided on providing snacks, and possibly offering a small voucher for a drink if the budget allows.*

iii. Equipment - *The only equipment items that need to still be purchased are an attendance counter, a cash box, and blank shirts.*

##### b. Rolling out marketing

i. Timeline - *We will start marketing at the July 3rd event with a banner staked down and flyers. We will post social media graphics starting the 5th, and Kenyan will reach out to Citizens Printing to get the flyers printed.*

c. What else needs to happen? - *Changes will be added to the site map so that it is fully updated and can be turned in with the event permit. Grazia will reach out to the ride company to invite them to the meeting on the 13th to solidify the placement of the rides. Kenyan will solidify the restrooms and trash. We will continue to make the push for volunteers.*



- a. How we want to run it
  - i. What do you need from us? - *We will arrive from 3-3:30 for setup. We can go to the Berthoud tent to grab the balls and any equipment.*
- 6. Agenda Planning - *Our next meeting as a commission will be July 7th, where we will have an update on the event permit, bathrooms, the ride company, and marketing. Our next meeting with Parks & Rec will be July 13th, where we will invite the ride company.*
- 7. Town Board Updates - *Trustee Mike Grace gave a brief update from the Town Board.*
- 8. Adjourn - *The meeting was adjourned at 8:56 AM by the Chair, Grazia Novak.*