

Takoma Park Youth Council Meeting Agenda

Remember to add to calendar and send reminders

Date of Meeting: 5/7/18 Time: 6:00 pm Location: City Hall, Lilac Room

Facilitators/Meeting Called By: Kiran Kochar McCabe

Designated Note-Taker: **Adelaide Harris** Designated Time-Keeper: **Asha Henry**

Designated Task-Person: **George Ashford**

Ground Rules for Every Meeting:

<ul style="list-style-type: none"> Be on time Participate Come prepared (review agenda ahead of time) Stay on topic Make sure you understand 	<ul style="list-style-type: none"> No side conversations/distractions Be respectful Propose solutions to problems
--	---

Officers in attendance at meeting - Roll Call

<input type="checkbox"/> Althea Davey	<input type="checkbox"/> Asha Henry	<input type="checkbox"/> Kiran Kochar McCabe
<input type="checkbox"/> George Ashford	<input type="checkbox"/> Rachel Grupp	<input type="checkbox"/> Emma Morganstein
<input type="checkbox"/> Adelaide Harris	<input type="checkbox"/> Adam Kante	<input type="checkbox"/> —
<input type="checkbox"/> Christiane Yimgnia	<input type="checkbox"/> Adviser	

Agenda

Call to Order and Roll Call	1 min	Announce	Adelaide Harris	
-----------------------------	-------	----------	-----------------	--

Old Business - Date of initial discussion:

Item Description/Notes	Time Allotted	Decide Discuss Announce	Person Responsible	Follow-up (complete)/date
Update and approval of minutes from last meeting	2 min	Announce	Althea Davey	N/A

New Business

Item Description/Notes	Time Allotted	Decide Discuss Announce	Person Responsible	Follow-up (complete)/date
Call to Orders	1 min	Announce	Kiran Kochar McCabe	N/A

Sharing circle	10 min	Discuss	ALL	
Listen to Takoma Park Committee on the Environment Representatives	10 min	Listen	Kirsten Stade and Tamara Robinson	
Ask questions/small discussion	5 min	Discuss	ALL	
Listen to City Media Specialist	7 min	Listen	Jeremy Dickey	
Ask questions/small discussion	5 min	Discuss	ALL	
Listen to Takoma Park Newsletter Editor	7 min	Listen	Apryl Motley	
Ask questions/small discussion	7 min	Discuss	ALL	
Youth Council Newsletter Planning	5 min	Discuss/ Decide	Rachel Grupp	
Youth Town Hall Planning	5 min	Discuss/ Decide	Adelaide Harris	
Youth Success Advisor at Rec Center	3 min	Learn	Althea Davey	
Youth Jobs Program Update	7 min	Learn/ Discuss	George Ashford	
Fundraising Plan	7 min	Discuss/ Decide	Adelaide Harris	
Block Party Sponsorship	3 min	Learn/ Decide	Adam Kante	
City Council Issues Update	7 min	Discuss	Althea Davey	Monthly
New items to be added to agenda?				
Other items	5 min		ALL	
Set Agenda and Next Meeting Date	2 min	Discuss/ Decide	ALL	

Action Items

(These are items that deserve swift attention for completion)

Action Item	Complete by (Date)	Person Responsible	Communicate Completion by:


Bin Items

(Items to be added to next agenda/to be discussed)

--

Debrief

How did the last meeting go?

Plus (+) - Positives	Deltas () - Constructive Changes
1.	1.