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## Takoma Park Youth Council Meeting Agenda

**Remember to add to calendar and send reminders**

Date of Meeting: 9/11/18      Time: 6:00 pm      Location: City Hall, Hydrangea Room

Facilitators/Meeting Called By: Kiran Kochar McCabe

Designated Note-Taker: **Asha Henry**      Designated Time-Keeper: **George Ashford**

Designated Task-Person: **Adelaide Harris**

### Ground Rules for Every Meeting:

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

<input type="checkbox"/> Elliot 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"/> Adviser	<input type="checkbox"/>
<input type="checkbox"/> Christiane Yimgnia	<input type="checkbox"/>	

### Agenda

Call to Order and Roll Call	1 min	Announce	Asha Henry	
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### 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	Elliot 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
9/11 Moment of Silence and Group Reflection	2 min	Reflect	ALL	N/A
Sharing Circle & Summer Debrief	15 min	Share	ALL	N/A
Finish and Approve Summer Newsletter	20 min	Work and Decide	ALL	
Youth Town Hall Planning	15 min	Discuss/ Decide	Adelaide Harris	
School Composting Initiative	10 min	Discuss/ Decide	George Ashford	
Youth Voting Statement to Golden, Colorado	10 min	Discuss/ Decide	ALL	
Folk Festival Details	7 min	Announce /Discuss	Kiran Kochar McCabe	
City Council Issues Update	7 min	Discuss	Elliot Davey	
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)

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# Debrief

How did the last meeting go?

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