

Youth Council Planning Task Force Meeting Minutes - Draft
Wednesday, May 8, 2019 ~ 6:00pm to 8:00pm ~ Lakewood City Hall

Meeting Called to Order: 6:03pm

Present: Task Force Members Yusra Abdi, Siwita Ali Shah, Elizabeth Halko, Collin Hunt, McKenzie Lane, Olivia Petterson, Tristan Rumsey and Tully Worrton

Also Present: Community Relations Advisory Commission Members Gary Rick, Tariq Ata, and Melissa Garrett (Community Relations Specialist)

- Unanimous approval of April 24, 2019 meeting minutes.
- Read and considered first draft of “Article One: Mission Statement”
- Discussion of Interview Questions
 - Should ask applicants to explain/ask why they feel as such in youth council short-answer application questions
 - One of the most important criteria for new applicants is vision
 - Ideas for questions: If you could change one thing about Lakewood, what would it be?
How would you describe a leader?
- Application Question/Content Ideas
 - Basic identifications (name, age, school, gender, do you qualify for free or reduced lunch (optional question), nationality/race, country of origin if not the U.S.?)
 - Do you foresee any transportation issues in getting to and from meetings?
 - How did you hear about us?
 - Tell us about yourself (extracurricular activities, personal attributes)
 - Personal strengths vs. weaknesses
 - Why do you want to be on the Lakewood Youth Council, what will you bring to the council?
 - Save the vision question for the in person interview
 - What else would you like to share with us?
 - Instructions/information: the applications will become public record, imperative that we have diversity
 - Include pg. 61 orange packet self-grading questions (1-5 circling, 1 being strongly disagree, 5 being strongly agree)
 - Include letter from the youth council with mission/some information about the youth council
 - Application will be a google form and hard copies will be available at the schools, for the hard copy, attach more paper if needed
- Elizabeth Halko and Tully Worrton appointed to draft the application

- Task force recommends that non-seniors of this body wishing to be on the newly established youth council will become automatic members for their first two-year term (if all wished to continue their service, they would account for approximately $\frac{1}{3}$ of the council)
- Leadership for the first session of the new youth council (chair, vice-chair, secretary, vice-secretary) will be selected from the current task force members wishing to continue their service by the outgoing seniors on the task force
- These four leaders will be responsible for reviewing the applications of new applicants for the first session of the Lakewood Youth Council
- Timeline: City Council must approve everything, so we would like to present at the second June council meeting
- Discussion of by-laws based on the City of Hampton Youth Commission by-laws
- Mid-August-Early June will constitute a year for the Lakewood Youth Council after the first year
- McKenzie Lane is appointed to type up a draft of the by-laws as discussed by the task force at this meeting
- Siwita Ali Shah and Yusra Abdi appointed to develop a draft of the formal in person interview questions
- Collin Hunt and Tristan Rumsey appointed to develop a timeline for the task force's work in the upcoming months
- The next meeting will be on Wednesday, May 22, 2019 6-8pm.

Meeting Adjourned: 7:50pm