

Needham Youth Center meeting minutes

Date: December 14, 2010

Time: 7:30pm – 8:30pm

Place: Stephen Palmer Center

Present: Trish Lincoln, Peter Sylvester, Pam Sickles, Tracey McKay, Melissa Meehan

Excused: Toni Carbone, Stacey Colarusso, Ellen Gelep

1. Review of Youth Center events since last meeting – 6th grade Open House was well attended, 2nd 6th grade event also well attended, 7th and 8th grade event with slight decrease in attendance – students continue to require reminders from staff regarding inappropriate dancing. No slow songs being played at 6th grade events. Only 3 slow songs played at 7th and 8th grade events.
2. Budget - we appear to be on track for this year. Trish will request summary from Town Hall to double check costs. Pizza not being served at events
3. Staffing – continue to plan 10-11 staff for event s.
4. DJ – Jim Hinslow as DJ.
5. Event food – will restock snack bar – focus on small waters and small gatorades for drinks instead of soda. Water sold out at first event. 6th grade students buying chocolate and strawberry milk from vending machines – will continue to monitor this practice.
6. Police detail – set
7. Drop off – no concerns
8. Pick up – students being picked up late after 6th grade events. Reviewed need to bring students to police station if parents not available.
9. Communication of events – Town newspaper posting events, middle school PTC site has updated info and all permission slips and also a link to town website, town website updated, school posters and school announcements communicating events.
 - Ellen will communicate with newspapers, school principals, and schedule DL
 - Tracey will communicate with middle school PTC for website posting.
 - Trish will communicate with Chris Coleman for town of Needham website and maintain gmail account.
 - Pam and Melissa will coordinate event posters for the schools
 - Stacey will contact PTC to attend a meeting to talk about Youth Center
10. Communication with middle school principals – email sent
11. Communication with parents – gmail account active
12. Communication with students – f/u with Toni regarding contact student councils
13. Planning of future events – free throw contest going well. Plan addition of 3 point contest.
 - a. 1/7/11 6th grade event
 - b. 1/21/11 7th and 8th grade event
 - c. 2/4/11 6th grade event
 - d. 2/11/11 7th and 8th grade event

- e. 3/11/11 7th and 8th grade event
 - f. 3/25/11 6th and 7th grade event
 - g. 4/1/11 8th grade graduation dance
 - h. 4/8/11 6th and 7th grade event
 - i. 5/6/11 all grade event
14. Graduation dance – date set for April 1 2011 – communication to be sent to school and sport teams by Trish
15. End of year carnival – no plan for carnival – will have some type of all grade event and special activities – date set for May 6 2011
16. Communication with town hall – Nikki at townhall updating YC site on town web page. Cindy in accounting office will provide monthly updates on YC accounts.
17. Updates from board members –all going well, no concerns.