

Needham Youth Center meeting minutes

Date: April 12, 2011

Time: 7:30pm – 8:30pm

Place: Stephen Palmer Center

Present: Trish Lincoln, Peter Sylvester

Excused: Stacey Colarusso, Toni Carbon, Pam Sickles, Tracy McKay, Ellen Gelep, Melissa Meehan

1. Review of events since last meeting – attendance increased.
2. Budget - continues to appear to be about even for year to date –amount for staff salaries needs to be added.
3. Staffing – continue to plan 10-11 staff for events – will increase staff numbers for last event as it is all grade.
4. DJ – Jim Hinslow as DJ.
5. Event food – candy supplies running low, will not purchase additional for last event. Plan to supplement with pizza. Will purchase additional waters.
6. Police detail – set
7. Drop off – no concerns
8. Pick up – received communication from traffic consultant hired by town of Needham – response regarding concerns with suggestions sent – Trish to receive future emails and updates from Public Building committee. Will plan changes for Fall to follow new traffic flow in rear of Pollard.
9. Communication of events
10. Communication with middle school principals
11. Communication with parents – gmail account active – continues to be utilized. Updates in Pollard High Rock PTC emails. Events posted in both Needham newspapers.
12. Communication with students – posters at schools.
13. Planning of future events
 - a. 5/6/11 - all grade event
14. Graduation dance – very positive feedback regarding event from students and parents. Next year plan for no sandwiches (much left over), just pizza, and lots of deserts and drinks.
15. End of year carnival – no plan for carnival.
16. Communication with town hall – Nikki at townhall updating YC site on town web page. Cindy in accounting office will provide monthly updates (Budget Summary Report, General ledger, Emcubrance Report) on YC accounts. Trish contacted Chris Coleman regarding recruitment of board members – once resignations are received or board members choice not to reapply – new members will be appointed through town hall. Dates on town wide school calendar include extra youth center events - extra dates removed.
17. Updates from board members –no concerns.

Next meeting May 10, 2011 at the Stephen Palmer Center 7:30pm-8:30pm.