**10/11/24 Youth Bureau Meeting Minutes**

**Attendance: Present Absent**

|  |  |  |
| --- | --- | --- |
| Caitlin Lawler (Ex-Officio) | **X** |  |
| Vincent Nortz (Ex-Officio) | **X** |  |
| Lisa Widrick (Chairperson) | **X** |  |
| John Exford |  | **X (not notified)** |
| Ward Dailey |  | **X (not notified)** |
| Mike Leviker | **X** |  |
| Cassie Forbus |  | **X (not notified))** |
| Michele LeDoux | **X (online)** |  |
| Allyson Petrus | **X** |  |
| Makensie Freeman | **X** |  |
| Acara Speicher | **X** |  |

Guests: None

Called to order: Quorum = 6 members Meeting called to order at­­­­­­­ 4:53pm. Quorum met with 8 members present (6 voting members).

Minutes: Motion to approve minutes from October 11th, 2024. Motioned by Michele, 2nd by Mike. Carried.

**Directors Report:**

* Screenager’s Project
  + Caitlin explained the project and that YB members could choose to be involved if able at any screenings hosted within the county
  + Screenager’s Project info: <https://www.screenagersmovie.com/>
    - Movies and curriculum access provided to each of the 5 schools in Lewis County (Copenhagen, Lowville, Beaver River, Harrisville, and South Lewis) for 3 years (will end 11/1/27)
    - Schools responsible for using curriculum and contacting me to help with movie screenings (moderating and discussion afterwards, promotion of YB). Acara heard talk of it at Copenhagen school.
    - Will have surveys at the events to gauge both youth and parents’ perspectives on screen time/digital world, mental health, social norms, etc.
    - Plan to host parent and youth focus groups for discussions on topic
    - Please share any events on social media and encourage attendance
    - Caitlin writing NYSAC article about YB and this project, will share with group
* Homeless Christmas Tree Initiative
  + Makensie has a box out at Lowville (dropped off some donations tonight) and made school announcement about it (thank you!). Acara has a box out at Copenhagen and already received donations. Lisa brought some from the courthouse. Seems to be going well!
  + Will have report and press release at end to show how much was raised and thank the community
* 2024-2025 state funding (YDF,YSEF, and YTS) has been approved by the state!
  + Means all applications we approved and awarded funds for this program year were also approved by the state (OCFS-Office of Children and Family Services)
  + Need to keep future track of programs that send in information late and delay this approval process (Planned Parenthood, Double Play, Winter Recreation)
  + Caitlin is going to make a flow chart or slide show to explain this process more
* Updated by-laws approved by BOL
  + Can now vote online if unable to attend in person! Also, can hold executive sessions during meetings if needed (guests step out so YB members discuss privately)
* Thank you card from Lowville Elementary for help funding a book vending machine, our YB logo is on it! Posted picture on Facebook.
* January is Human Trafficking Prevention month. Caitlin is also Safe Harbour Coordinator and will be posting information on this topic throughout the month. Might tie in with Screenagers showing in that month for internet safety.

**New/Old Business & Discussion:**

* Introductions
  + First meeting for Acara from Copenhagen, introduced to group. Thanks for joining us!
* Vote on remaining 2024 county funds
  + $1,128.23 was returned from Systems of Care (SOC) Committee who did not use the entire amount of $2,500 awarded. Group decided that Snow Ridge Ski club, which also applied for funding this year and did not receive full amount requested, should be the one to receive these extra funds. Motioned by Mike, 2nd by Michele. Carried.
* Need to plan group photo! Show the county who the YB is
* Discussion on membership numbers and attendance
  + Going to make additional by-law change with membership numbers and keep minimum at 11 members but raise max up to 15. Allows for 5 student representative spots only and okay if not always filled. Need to make sure we keep track with quorum with more members.
  + Adult members please think about your role and if this group still works for you and your schedule. Please email or talk with me (Caitlin) about this if believe you should step down and allow another, more reliable member to take place. Meeting schedules will be based off the time best suited for student attendance so take this into consideration.
  + Wyatt Wagner’s request to be part of YB will be put on hold until next fall. Want to see how YOLC program does and also measure our group membership and new students in fall. Will be contacted to let know.
  + Caitlin will contact Shelby (Student from Lowville who applied recently) and allow her to be non-voting member for now until we can vote her in (Will be good replacement since a junior this year and learn about bureau before officially joining).
  + For student members-will focus on adding in non-voting members from lower grades who can become familiar with YB before becoming a member and replace any students graduating
    - Acara mentioned YAC students have potential and will reach out
    - National Honor Society (YB can help provide community hours for this-incentive to join)
* Discussed general YB topics
  + Caitlin will re-do applications for better flow next year
  + Vinny mentioned he could set-up the bureau for presentations to the BOL if ever needed
  + Please keep an eye out for any promotional opportunities (events at schools or tabling events) we can be a part of to promote the YB. Want to be more well known.
    - Acara mentioned 10-minute break between lunch and 7th period can be used for presentations at Copenhagen
  + Members involved in site visits or checking out programs we fund in general

**Adjourned at 5:46pm**

**Next Meeting: Thursday January 16th at 4:45pm**

**DSS/Human Services Building - Meeting Room 1**