



**YOUTH ADVISORY BOARD
Meeting Minutes
August 18, 2012**

Members Present: Jeremy Boudah, Diamynde Coleman, Faith Coleman, Mary Daley, Michael Daniel, Andrew Davis, Scottlin Davis, Jake Juzwick, Erin Tanhauser, Lora Yount, Athletic Coordinator Edward Austin, Commissioner Margaret Stinnett

Members Absent: Kyndall DySard, Chandler Byrd

Guests: none

The meeting was called to order at 9:00 a.m. Athletic Coordinator Edward Austin.

New Business

The meeting was called to order at 9:05 a.m. by Athletic Coordinator Edward Austin. Mr. Austin introduced himself and Commissioner Stinnett, and welcomed the members to the first meeting of the 2012-13 Youth Advisory Board.

An agenda for the meeting was distributed, and Mr. Austin asked the members to confirm the contact information as listed, and for any corrections necessary. A change was made to the mailing address for Mary Daley, and the telephone number for Erin Tanhauser. The meeting schedule for 2012-13 was distributed, and YAB members were asked to contact Mr. Austin should they be unable to attend scheduled meetings. It was noted that YAB members, per the ordinance, will be replaced should they miss two consecutive meetings (or more than half of the scheduled meetings within the service year) without cause.

Board members were asked to introduce themselves and give a brief statement of the reason(s) that they requested appointment to the Youth Advisory Board. Several members stated that their interest in serving on the Board included their desire to influence the community and make a positive impact on the Town and its citizens.

Following the members' introductions, Mr. Austin reviewed the Board's purpose and duties as described in the Town of Wake Forest Ordinances. After the review of the purpose and duties of the Board, Mr. Austin requested that Board members begin thinking of possible project(s) that the Youth Advisory Board would like to incorporate into the calendar. A review of previous YAB projects was provided by Mr. Austin with the assistance of Board members (past projects have included an event at "Meet in the Street," a youth dance, involvement with the Backpack Buddies program, and the selection and installation of trail markers at E. Carroll Joyner Park). Mr. Austin and Commissioner Stinnett encouraged the Board members to "think big" and to bring any project ideas for discussion to the September 15 meeting.

During discussion of the calendar and schedule, Mr. Austin mentioned to the members that one of the requirements of Youth Advisory Board members is to attend at least one Town Board meeting (meetings are scheduled for the third Tuesday of each month, at 7pm). YAB members are to provide a summary of their observance of the Board of Commissioners' meeting. YAB members are also asked to attend at least one Recreation Advisory Board meeting during the service year. The Recreation Advisory Board meets on the fourth Monday of each month, 6pm at the Flaherty Park Community Center. Other opportunities for the YAB members to observe Town functions include attendance at the State of the Town address by the Mayor (tickets will be provided by the Town at no cost to all Board members). It was noted that other opportunities for service may arise throughout the year, such as last year's assistance with a Community meeting. Commissioner Stinnett brought to the YAB a request from the Human Relations Council for assistance with Good Neighbor Day (September 16 at Holding Park). YAB members that volunteered to help as needed: Daimynde Coleman, Erin Tanhauser, Scottlin Davis, Mary Daley, Faith Coleman, Jeremy Boudah and Jake Juzwick. Commissioner Stinnett and Mr. Austin will inform the HRC of the YAB members that will have volunteered to assist.

Election of chair and vice-chair was removed from the August agenda, and moved to the September agenda (second agenda item, following approval of August 18 minutes). Mr. Austin asked YAB members to send him an email message at least one week prior to the September 15 meeting if they are interested in serving as chair or vice-chair. Once chair/vice-chair are elected, the officer(s) will be responsible for the administration of the meetings (call to order, motions/actions). Mr. Austin and Commissioner Stinnett will assist in the procedural matters of the Board related to any Board action, and Mr. Austin will be responsible for meeting minutes (which are provided to Town Clerk Deeda Harris, which become part of the public record).

Board members were provided the opportunity to opt out of mailed information (relying on email only for communication) – all board members requested that information be sent via USPS *and* e-mail.

Mr. Austin and Commissioner Stinnett thanked the Board members for their willingness to serve the community, noting that the Youth Advisory Board serves an important role in the Town of Wake Forest.

A motion to adjourn was made by Jake Juzwick, seconded by Scottlin Davis, and the meeting was adjourned by acclamation at 9:45 a.m.

Next meeting: September 15, 9:00 am at Wake Forest Town Hall.

, Chair

Edward Austin, Athletic Coordinator