



# City of Saratoga Youth Commission

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## MINUTES

**DATE:** Saturday, September 7, 2013  
**TIME:** 9:00a.m. – 1:00p.m.  
**LOCATION:** Warner Hutton House  
13777 Fruitvale Avenue  
Saratoga, CA 95070

**Call to Order 9:03a.m.**

**Roll Call:** Agrawal, Chang, Gupta, Khare, Lee, Lin, Pandya, Smith, Sreedhara, Wang, Vijay

**Report on Posting of the Agenda:** Pursuant to Government Code Section 54954.2, this meeting was properly posted on **August 29, 2013**.

**Approval of May 14 Minutes (Sreedhara, Lee)**

**Accept Agenda Items:** No additional items may be added pursuant to Government Code Section 54954.2.

**Oral & Written Communication:** Any member of the public may address the Commission about any matter not on the agenda for this meeting for up three minutes. *Commissioners may not comment on the matter, but may choose to place the topic on a future agenda.*

- I. Welcome/Breakfast**
  - I. Youth Commission member introductions**
- II. Team-building Activities**
  - I. Bungalow and sardines team-building games and activities**
- III. Presentation**
  - I. Saratoga Youth Commission Mission Statement/Purpose**
    - i. Mission: Youth Commissioners serve as the teen leaders in the community. They communicate youth issues to the City Council members, and plan and promote activities in the community for the youth of Saratoga.
    - ii. Commission History – founded in 1969 so that the youth of Saratoga has an opportunity to express their opinions.
  - II. Meeting Logistics**
    - i. Brown Act – No meeting can be held unless more than half of the members (quorum) are present. More than half of the commission cannot meet to discuss any commission-related matters unless it is a proper meeting.
    - ii. City Code of Ethics – Youth Commission members represent the city and must follow the code of ethics of the City of Saratoga.

- iii. Motions – The Youth Commission holds an open discussion with majority voting. Ayes/Noes/Abstain/Motions/Seconds all apply during meetings.
- iv. Mandatory Meetings – Held on the second Tuesday of every month. Commissioners are allowed to miss only one meeting per yearly session. Meetings begin at 7:00p.m and commissioners are expected to be on time.
- v. Additional Meetings – Meetings will be held on the fourth Tuesday of every month if additional time is needed to discuss a topic on the agenda.
- vi. Agenda and Minutes – Agendas must be posted 72 hours before a meeting a held. Minutes are archived to allow commissioners and members of the public to be aware of meeting events.
- vii. Term Limit – Each commissioner serves a two-year term limit.

### **III. Roles of the Commission**

- i. Members are appointed by the city council to represent the youth
- ii. Speak up. “Look Interested, Not Bored”
- iii. Be here, be present, be heard; make every meeting count
- iv. Partners – The youth commission in the past has partner with various organizations. Some are the City Council, Chamber of Commerce, Parks and Recreation Commission, Cupertino Teen Commission, Monte Sereno Youth Commission, Campbell Youth Commission, schools in Saratoga
- v. City Council’s goal for the Youth Commission – more youth commission participation in city events.

### **IV. Elections – (Chair, Vice Chair, Secretary)**

#### **I. Chair – Jane Chang**

- i. Role of the Chair – call to order and adjourn meetings, liaison between commission and city council, represents commission

#### **II. Vice Chair – Somya Khare**

- i. Role of Vice Chair: – sub if chair is absent

#### **III. Secretary – Shefali Vijay**

- i. Role of Secretary – records meeting minutes

### **V. I Am Documentary**

- I. Watched the I Am Documentary as an inspiration for the 2013-2014 Youth Commission year. The documentary addresses the questions: What’s wrong with our world today? How can I make a difference in the world? The documentary enforces the concepts that individuals can make change and are dependent on their communities.

### **VI. Discussion and Agenda Items for Next Meeting – Tuesday, September 10, 2013**

#### **I. Youth Commission Apparel**

- i. Full-zip hoodie with strings and t-shirt, natural colors
- ii. Motion to put apparel on next meetings agenda (Agrawal, Wang, all in favor)

#### **II. Brainstorm**

- i. Possible new events and volunteering
- ii. Motion to put brainstorm on next meetings agenda (Agrawal, Wang, all in favor)

#### **III. Past Events, Marketing, Collaborations, Forums**

- i. Expand on past events, collaborations in and out of Saratoga

- ii. Motion to put above items on next meetings agenda (Sreedhara, Agrawal, all in favor)

**VII. Adjournment (1:09p.m)**

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at 408.868.1269 or [ctclerk@saratoga.ca.us](mailto:ctclerk@saratoga.ca.us). Requests must be made as early as possible and at least one full business day before the start of the meeting.

**Certificate of Posting of Agenda:**

I, Bridget Eddings, Recreation Coordinator for the City of Saratoga, declare that the foregoing agenda for the meeting of the City Council was posted and available for public review on August 29, 2013, at the City of Saratoga, 13777 Fruitvale Ave., Saratoga, CA 95070 and on the City's website at [www.saratoga.ca.us](http://www.saratoga.ca.us).

Minutes completed by Somya Khare, Vice Chair.