

**Youth Activities Board Meeting
City Hall Conference Room 224
November 13, 2018
5:30 p.m.**

Minutes

- I. **Roll Call –**
Present Members: Tom Rutecki, MK MacNaughton, Joyce Vick, Liz Brooks, Kristen Romanoff, Bonita Nelson, Caleb Peimann, Kiana Potter
Absent Members: Liz Balstad
Staff Member: George Schaaf; Parks and Recreation Director, Lindsey Foster; Administrative Officer, Alexandra Pierce; Project Manager, Ana Corcoran; Administrative Assistant
 - II. **Approval of Agenda - Add introduction new members Kiana Potter & Caleb Peimann**
 - III. **Public Comments on non-agenda items**
 - IV. **Approval of Minutes: August 14th, 2018 – Minutes Approved**
 - V. **Old Business**
 - VI. **New Business**
 - a. Introduction of New Members
Ms. Potter stated that she was interested in joining the board because she is an active athlete and artist.
Mr. Peimann stated that he wanted to join the board because he is part of Glacier Swim Club and was interested in how the organization received funding.
 - b. Contingency Requests- Available Balance- \$11,609.00
 - c. Election of Officers for Chair & Vice Chair
Tom Rutiecki was elected as Board Chair; Joyce Vick was elected as Board vice Chair
 - d. Draft Parks & Rec Master Plan
Mr. Rutecki briefly describes the Master Plan.
Ms. Peirce discussed the Master Plan was a two year process that began in 2016. She continues to say that the Master Plan has suggestions and recommendations for the facility, programs and parks in the Parks and Recreation Department. This plan allows continued evaluation and improvement within the department. The section that concerns the Youth Activity Board was a recommendation that explores other options for the board and streamlining the process. This was recognizing the progress that the board has already done. Since the city provides public service there is a commitment to continually evaluate the services and programs. The department wants to make sure to provide the height
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level of services and efficiency to the public. Also if the process of the board structure is being changed comment would be welcomed. One of the key themes of the document is partnerships and making sure that the department is supporting community partners in the best way possible.

Mr. Rutecki stated that he asked for board comment on suggestions to the Master Plan.

Ms. Vick had a concern of how the funding was going to be affected and where the money was going to come from. She also included that 10 percent overhead that a Non-Profit would charge would be better off being used for staff liaison.

Mr. Schaaf commented that he had worked with Juneau Community Foundation in the past. He continues to say that the city has not yet spoken to Juneau Community Foundation regarding this and knows that there are a few board members who have spoken to them which was done prematurely. He also stated that it is a guiding document for the next 20 year with a lot of information and recommendations. The recommendation is not to move it but to consider doing it if it is feasible.

Ms. Romanoff is concerned that if the board does get moved will the people reviewing the proposals come with the diversity and experience around youth programs as the current board members.

Mr. Schaaf commented that the ordinance does state that the members are very specific and there are ways to keep it that way.

Ms. Peirce stated that context of the 20 year document has options for the future which are not to be limited. She continues to say that if changes are going to be made the groups affected will have the opportunity to work through the process with the department.

Ms. Brooks suggested that the recommendation should be amended to not specify the Juneau Community Foundation.

Ms. Foster suggests that the recommendation be changed to control of another local partner/organization or third party.

Ms. MacNaughton commented that recommendation does not imply on the structure of the board but it could state that the board could be more diverse.

Ms. Potter asked for clarification on why the Juneau Community foundation would be selected to take over the Youth Activity Board.

Ms. Pierce responded that the process was to look at options for future programs, service, facility, and commissions. Since Juneau Community Foundation runs similar programs it was received from public consultation.

Mr. Schaaf added that the board offers grant and the city government does not typically offer that type of service whereas an origination like the Juneau Community Foundation currently does.

Ms. Pierce added that the board is very important as it provides funding to originations to help youth in need.

Ms. Romanoff added that if the Juneau Community foundation took over the Youth Activity Board would they be approachable to the youth in need or organizations that currently apply.

Ms. Nelson asked about the stream line in regards to the youth activity grant process.

Mr. Schaaf stated that a lot has to do with volume of work that Mr. Pusich does as well as the city requirements.

Ms. Foster added that it could affect the forward and outward facing. This would also allow things to be done more efficiently in the future.

Ms. Brooks commented that there is no mention in the resolution about serving underserved youth and if that could be added to the Master Plan.

Ms. Vick stated that the board had gone to the assembly regarding the resolution and the scoring requirements for the board. She also commented that the resolution should also be streamlined in the future.

Ms. Nelson added that the Assembly and Department should look at the priorities in the resolution, remove any duplicates and make it fairer for underserved youth.

Ms. MacNaughton asked if the recommendations would be in effect before the New Year.

Ms. Pierce clarified that the change would not be happening anytime soon.

Mr. Rutecki stated that the board comments and recommendations will be looked at by the Assembly. They will then decide whether to accept them into the plan.

Mr. Schaaf clarified that the Master plan is not an Assembly plan but a plan from the City Manager for the department. He continued to say that the Assembly will only adopt the plan when it is complete and that all the comments presented from the board are strongly encouraged. Once the plan is finalized he and Ms. Pierce will to return to all the groups and update them on what was and was not accepted in the plan and why.

Mr. Rutecki recommended that in the Master Plan it should just specify staff procedures being streamlined.

Ms. Pierce clarified that the board would like the Master Plan to say move under control of a third party administrator instead of the Juneau Community Foundation and adding that the resolution should be amended in the future. She also stated that she would keep streamline vague due to possible improvement to both staff and board procedures since it is a 20 year long document.

Ms. Vick suggested changing streamline to review.

Mr. Rutecki recommended that Ms. Pierce would return to the board with the revisions on section 5.3.2.

- e. FY20 Grant Application, Score Sheet, Tentative Board Review schedule , & Revised Resolution

Ms. Vick recommended that name should be removed from the Review schedule and replaced with position titles.

Ms. Nelson removed scoring changes off the Grant Application.

Ms. Vick added that there should be clarification on volunteer and paid hours.

Ms. Nelson referred to page A5 in the packet that has a definition of volunteer and paid hours.

VII. Liaison Reports

a. PRAC – Mr. Rutecki mentioned that he had discussed with Director of the Juneau Community Foundation regarding the fees to have them to take over the board and how it would affect funding for grant applicants.

b. JAHF – Ms. MacNaughton mention that Gallery Walk was happening later on in the month, the JAHF is fundraising for the new building and busy with Gallery Walk.

VIII. Board Comments:

Ms. Potter stated she was getting an understanding of what the board does.

Ms. Vick suggested that the new board members should get a copy of previous grantees to get an idea of what to look forward to.

Ms. Brooks welcomed the new members and agreed with Ms. Vick regarding the review of grants.

Mr. Peimann stated that he got more of an understanding of the board and the processes involved.

Ms. Nelson inquired about what the board decision was on organizations board member hours and how they were list on grants. She would like this to be discussed in the next meeting.

Mr. Rutecki mentioned that the new board member should review the CBJ boards, committees & commissions informational pamphlet that was given to them for board procedures. He also thanked Mr. Schaaf for his work in the department.

IX. Next Meeting - January 8, 2019

X. Adjournment – 7:00 pm
