

**Youth Activities Board Meeting  
City Hall Conference Room 224  
January 14, 2020  
5:30 p.m.**

**Meeting Minutes**

- I. Roll Call-**
  - Member Present:** Tom Rutecki, Liz Balstad, Kristen Romanoff, Joyce Vick, Caleb Peimann, Bonita Nelson
  - Members Absent:** Kiana Potter, Michelle Burlin, Della Cheney
  - Staff Present:** Lauren Verrelli; Recreation & Public Services Manager
  - Public Members Present:** Katherine Miller; Tundra Wolves Robotics coach
- II. Approval of Agenda-** Added d. Scoresheet process review – Bonita Nelson. No objection. Agenda approved.
- III. Public Comments on non-agenda items-** None
- IV. Approval of Minutes: November 12, 2019** -Ms. Romanoff moves to approve the minutes. No objection. Minutes approved
- V. Old Business**
- VI. New Business**
  - a. Contingency Requests- Available Balance- \$10,375.00

Name	Amount Requested	Amount Awarded
State Lego Robotics Championship- Team Tundra Wolves	\$1,844.73	\$1,200 (\$300 per participant) 4 participants
State Lego Robotics Championship- Girl Scouts of Alaska, Team THURSDAY	\$5,788.00	\$2,100 (\$300 per participant) 7 participants

Ms. Nelson asks if we fund these two contingency requests will we have enough funds for remaining balance for any further funding requests down the road.

Ms. Vick suggests that we combine the two requests for dollar amount at \$300 per participant for a total of \$3,300 for the two requests.

Ms. Vick asked if Girl Scouts had requested this travel funding in regular grant request.

Ms. Vick recommends \$300 per student.

Motion by Ms. Vick to fund \$300 per participant at \$3,300 total for both contingency grant requests. No objection. Motion approved.

Ms. Vick commented on fundraising regarding groups who need travel funds for attending events. Contingency funds help partially fund some group travel but not intended to fully-fund events.

Mr. Rutecki stated there might still be some swimmers and Juneau Jumpers who may possibly apply for contingency funds.

- b. Question & Answer meeting for Youth Activity Grant applicants – have either Wednesday 2/5 or our normal Tuesday 2/11 meeting room 224 at 5:30pm.

Wednesday, February 5 was decided by the YAB for the date for score sheet process review for public question and answer session.

Ms. Nelson stated she would present her power point presentation that she previously put together.

- c. KTOO Juneau Afternoon – Joyce/Caleb

Ms. Vick stated she left message with KTOO on date and time and is waiting to hear back on show availability.

Ms. Vick will coordinate with Mr. Peimann on when she hears back from KTOO on a date for presenting for the YAB.

- d. Score sheet process review – Bonita Nelson presented review

Ms. Nelson stated board members should review youth activities board resolution 2820 that gives directives on purpose of youth activities board and grant.

Ms. Nelson went through her power point presentation on scoring changes that were previously approved.

Ms. Nelson went over the 13 mandates in order of importance that the proposals are scored by.

Ms. Nelson reviewed the quantitative point values and how points are awarded to various groups with similar number of participant hours.

Ms. Nelson stated she uses a spreadsheet to help her figure out the quantitative scores. Data is sorted from highest to lowest before points are assigned. This is just a suggestion of how scores are awarded as board has discretion on awarding points.

Ms. Balstad stated she takes applicants score sheets, makes a copy and makes notes on it so she can retrieve it later on for when questions arise on calculations, etc.

Ms. Vick stated she uses a spreadsheet as where to calculate things and rates them in clusters, then goes back through and looks at numbers and scores grants from that point.

Ms. Vick requested to have Ms. Nelson's scoring presentation sent out to all YAB members. Ms. Nelson will send out to everyone.

## **VII. Liaison Reports**

- a. PRAC – Mr. Rutecki reported CBJ owned property near Duck Creek is proposed for a round-about project. DOT and Parks and Rec representatives spoke about project at PRAC meeting. PRAC is recommending sale of the parkland and CBJ is still negotiating with DOT to make sure they can move forward with this project.
- b. JAHC – no report

**VIII. Board Comments**

Ms. Balstad stated she was embarrassed by Mr. Rutecki' s comments regarding DOT round-about project in discussions with Department. Ms. Verrelli commented that PRAC update was not stated correctly.

Ms. Romanoff - no comment

Mr. Peimann - no comment

Ms. Nelson – asked when the grants were due into Department. Grants are due by March 2. Ms. Nelson stated grant packets would be ready for pick-up March 4-5 at Parks & Rec office. Score sheets due to P&R by March 20 or March 23 if no questions. April 21 and April 22 are the Boards two big meetings for finalizing grant funding for FY21 proposals.

**IX. Next Meeting - February 5, 2020**

**X. Adjournment** - Meeting adjourned at 6:38pm