



YOUTH ADVISORY COMMISSION AGENDA

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REGULAR MEETING

May 4th, 2022

RECREATION CENTER CONFERENCE ROOM

8:00 AM

1. Call to Order/Roll Call

- a. Grazia
- b. Kenyan
- c. Daniel
- d. Scarlett
- e. Mike
- f. Angie

The meeting of the Berthoud Youth Advisory Commission was called to order on Thursday, May 4th, 2022 at 8:00 a.m. by the Chair, Grazia Novak.

2. Review previous meetings minutes, vote to confirm

The meeting minutes were read for the meeting April 21st, 2022. With all in favor the minutes were approved.

3. Public Input -There was no public input.

4. Event Plans

The commission discussed setup and takedown. It was estimated that setup would take at least an hour, and a half an hour would likely be enough for cleanup. Between the two days, we can just lower the tents and tables and leave everything there overnight. It was also discussed that a photographer would be cool to have to capture moments. It was decided that the event does not need its own logo. For marketing, we can just use the BYAC logo. The credit card reader set up is taken care of as well.

a. Task spreadsheet

i. Updates

DJ Kevin is set to come to the event. Amanda needs the DJ's contract. It was discussed that we should ask the DJ about power.

b. What we need guidance on

- i. **Parking** - *The lot across Berthoud Parkway may be available for parking. Concerns with this is the possibility of an accident occurring. We can promote parking on Bunyan and at the middle school.*
- ii. **Equipment** - *The commission needs to brainstorm anything that we might need for the event to stay organized and prepared. Some things include tickets, chairs, tables, card reader, pends, water, vests for volunteers.*
- iii. **Updated site map** - *An updated site map has been created.*
- iv. **Lawn games** - *We can use the same type of lawn games that are at the July 3rd event.*

c. Event Permit

5. Clean-Up Day

a. Updates - *Lots of student council seems interested in attending the clean up day.*

b. Plans for day-of - *Meet at high school, bring donuts, and go to different parks based on the number of people present.*

i. **Table, tent, donuts** - *Grazia plans to pick things up beforehand.*

6. Agenda Planning

a. Next meeting - *Talk about marketing, brainstorm equipment, go over updates, and discuss volunteer shifts.*



7. Adjourn -*The meeting was adjourned by Grazia Novak at 9:02 a.m.*