

**YOUTH COMMISSION MEETING**  
Westborough Youth and Family Services Office  
Room 21, Forbes Municipal Building  
45 West Main Street, Westborough, MA  
**October 24, 2011**  
**7:30 PM to 8:38 PM**

**PRESENT:** Michelle Grasso, Andy Rosenshine, Judith Tully, Christine Anthony, Casey Collins, Ritika Lahoty

**ABSENT:** Ali Strand, Cameron Mattheson, and Oscar Najarian

**WYFS:** John Badenhause, Director  
Cathy Cairns, Administrative Assistant

**7:30 PM: MEETING OPENED/ MINUTES REVIEWED**

Michelle called the meeting to order and the September minutes were reviewed. Judith made a motion to accept the minutes, Christine seconded, and the minutes were accepted unanimously.

**7:35 PM: REPORT FROM YOUTH MEMBERS**

The Youth Members reported that Homecoming was fun and there was a good turnout. Students are now busy with college visits and applications. "Race to Nowhere" will be shown November 29, at Mill Pond School. Tickets can be purchased online (\$10.00 each.) The Senior Ball will be at Gillette Stadium. Some of the High School sports team lost players due to violations of the school alcohol policy.

**7:40 PM: BUDGET FY13**

John reported there are two parts to the FY13 budget (July 1, 2012 - June 30, 2013): staff (salaries) and expenses. John reported based on previous Youth Commission discussions, he included Hot Summer Nights (HSN) Wages for the Coordinator, and money for Training and Education for the clinical staff.

Staff salaries: Included were step increases (for Eileen and Cathy) and cost of living increases (for John, Betheda, Eileen and Cathy), as well as 275 hours for the HSN coordinator position at a cost of \$4241.

Expenses: The Town Manager requested more detail in this year's expense reports, so as to answer any questions posed at Town Meeting. John included details for each of the expense line items. For some line items, he has included averages of the past five year's expenses.

Training expenses had been taken out of the budget for the past two years due to budget cuts. At the Commission's suggestion, John asked the town manager and our liaison to the Selectmen, Tim Dodd, about their thoughts on putting items back in the budget. The town manager had said that since income estimates were not completed yet, to put

in what we felt we needed. Tim Dodd had suggested putting training money in at a lower level. Before being eliminated the previous training expenses were \$1500. John included \$450 (\$150/person) for training in this year's budget.

Professional Services expenses include John's clinical supervision and translation services.

Special Programs which are the same as last year (\$1634.00) include: dues to our state level division of the MMA, periodicals, meeting supplies, informational pamphlets we distribute in the office, printing of brochures, counseling supplies, and professional conferences. Printing costs have significantly reduced since we have started using the Virtual Backpack at the schools to reach families. We don't do this for the brochure we about our services we distribute to families at the beginning of each school year, as we want to make sure we reach all families.

Office supplies are at the same level as the previous years.

The group discussed adding the HSN expenses into the budget (\$2200) as well as the cost of the coordinator. Andy made a motion to approve the budget as presented with the additional money for the Training and Education, and the Hot Summer Nights Coordinator Wages, as well as the expenses for Hot Summer Nights. Judith seconded the motion. The motion was passed unanimously.

Michelle asked that the Youth Commission members plan to attend the FinCom meeting when we go to present our budget.

**8:30 PM: OTHER BUSINESS**

Judith will chair the Polar Plunge food and beverage committee and asked everyone to bake two dozen cookies or brownies and to sign up for a time to help "man" the food table. She will send an email to everyone reminding them about baking/buying goodies and signing up to help.

John said he will "plunge" again and Andy said he may plunge" also.

**8:38 PM: MEETING ADJOURNED**

**NEXT MEETING – Monday, November 14, 7:30 PM**