

# **YOUTH COMMISSION**

**CJH MUNICIPAL CENTER**

**MEETING ROOM "A"**

**1 SCHOOL STREET**

**February 20, 2015**

**6:45 PM**

**SPECIAL MEETING**

**MINUTES**

RECEIVED

2015 FEB 23 P 14

TOWN OF BETHEL  
TOWN CLERK

**PRESENT:**

Chairman, Kristin Nauheimer, Members: Lisa Bergh, Rob Deletis, Bob Korin, and Kristin Riolo

Student Advisory Chairman, Olivia Wootton, and Ex-Officio Teen Member, Caroline Bruno.

Also present: Hilda Valdespino, Director Pro-Access Teen Center.

Absent: Kate Shea

Chairman Kristin Nauheimer called the meeting to order at 6:50 PM.

**CORRESPONDENCE:** None

**ANNOUNCEMENT:** None.

**APPROVAL OF MINUTES:** Rob Deletis made a motion to approve the minutes of the last meeting. The motion was seconded by Lisa Bergh. A vote was taken and the minutes were approved.

**DIRECTORS REPORT:** Hilda presented the Directors Report (see attached). It is Hilda's idea to have a speaker every other month during the Student Advisory Meetings. Hilda reported on future planned events such as the Harlem Globetrotters, the Adventure Maze, Go Karts with Buffalo Wild Wings. Spring Rocks, and Stars of Bethel.

Sam Mullins was hired for the part-time position, he resigned after a month. The position of part-time Wednesday coverage for the Teen Center is open. A male person would be preferred. This person would also be given an occasional Friday night. The pay is \$10.00.

**MONTHLY FINANCIAL REPORT:**

Hilda presented the expense report for the month of February (see attached).

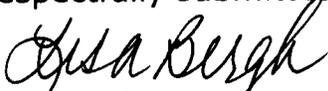
The next meeting will be scheduled for March 10th

**ADJOURN:**

Bob Korin made a motion to adjourn; the motion was seconded by Kristin Riolo. Vote, all in favor, motion unanimously approved.

Meeting adjourned at 7:45 PM.

Respectfully submitted,



Lisa Bergh,  
Recording Secretary

**Inspired Learning, LLC**  
**Pro Access Report**  
**January 2015**

|   | Pro Access         | TOTAL              |                  |
|---|--------------------|--------------------|------------------|
| <b>Income</b>                               |                    |                    |                  |
| Consulting Income                           |                    | 0.00               |                  |
| Bethel Teen Center                          | 5,500.00           | 5,500.00           |                  |
| <b>Total Consulting Income</b>              | <b>\$ 5,500.00</b> | <b>\$ 5,500.00</b> |                  |
| Membership Dues                             | 80.00              | 80.00              |                  |
| Program Income                              |                    | 0.00               |                  |
| Lockout                                     | 1,015.00           | 1,015.00           |                  |
| Open Gym                                    | 174.00             | 174.00             |                  |
| <b>Total Program Income</b>                 | <b>\$ 1,189.00</b> | <b>\$ 1,189.00</b> |                  |
| <b>Total Income</b>                         | <b>\$ 6,769.00</b> | <b>\$ 6,769.00</b> |                  |
| <b>Gross Profit</b>                         | <b>\$ 6,769.00</b> | <b>\$ 6,769.00</b> |                  |
| <b>Expenses</b>                             |                    |                    |                  |
| Bank Service Charges                        | 2.00               | 2.00               |                  |
| Computer and Internet Expenses              |                    | 0.00               |                  |
| Computer Software                           | 40.35              | 40.35              |                  |
| <b>Total Computer and Internet Expenses</b> | <b>\$ 40.35</b>    | <b>\$ 40.35</b>    | Quickbooks       |
| Internet Expense                            | 159.54             | 159.54             | Comcast          |
| IT Expenses                                 |                    | 0.00               |                  |
| Website                                     | 18.17              | 18.17              | Go Daddy         |
| <b>Total IT Expenses</b>                    | <b>\$ 18.17</b>    | <b>\$ 18.17</b>    |                  |
| Marketing/Advertising/Networkin             | 40.00              | 40.00              | Constant Contact |
| Office Supplies                             | 15.93              | 15.93              |                  |
| Payroll Expense                             |                    | 0.00               |                  |
| Director's Salary                           | 3,441.00           | 3,441.00           |                  |
| Payroll Service Fee                         | 30.00              | 30.00              |                  |
| <b>Total Payroll Expense</b>                | <b>\$ 3,471.00</b> | <b>\$ 3,471.00</b> |                  |
| Professional Fees                           |                    | 0.00               |                  |
| Bookkeeping Services                        | 150.00             | 150.00             |                  |
| <b>Total Professional Fees</b>              | <b>\$ 150.00</b>   | <b>\$ 150.00</b>   |                  |
| Program Expense                             |                    | 0.00               |                  |
| Games                                       | 64.11              | 64.11              |                  |
| Lockout                                     | 1,301.20           | 1,301.20           |                  |
| Movie                                       | 16.57              | 16.57              | Netflix          |
| Pizza Night                                 | 110.10             | 110.10             | Pizza Tasting    |
| Refreshments                                | 86.01              | 86.01              |                  |
| <b>Total Program Expense</b>                | <b>\$ 1,577.99</b> | <b>\$ 1,577.99</b> |                  |
| <b>Total Expenses</b>                       | <b>\$ 5,474.98</b> | <b>\$ 5,474.98</b> |                  |
| <b>Net Operating Income</b>                 | <b>\$ 1,294.02</b> | <b>\$ 1,294.02</b> |                  |
| <b>Net Income</b>                           | <b>\$ 1,294.02</b> | <b>\$ 1,294.02</b> |                  |

Friday, Feb 06, 2015 07:57:06 PM PST GMT-5 - Accrual Basis

Prepared by: Hilda Maria DeLucia, Bethel Teen Center Director

1. Membership Update:

| Grade         | Feb. 2015        |                 | Total      | Jan. 2015 (last report) | Feb. 2014 total |
|---------------|------------------|-----------------|------------|-------------------------|-----------------|
|               | New Paid Members | Renewal Members |            |                         |                 |
| 7             | 18               |                 | 18         | 17                      |                 |
| 8             | 5                | 8               | 13         | 13                      | 16              |
| Freshman      | 10               | 8               | 18         | 17                      | 15              |
| Sophomore     | 2                | 15              | 17         | 15                      | 23              |
| Juniors       | 4                | 22              | 26         | 24                      | 29              |
| Seniors       | 5                | 6               | 11         | 10                      | 8               |
|               |                  |                 |            |                         | 5               |
| <b>Totals</b> | <b>44</b>        | <b>59</b>       | <b>103</b> | <b>96</b>               | <b>96</b>       |

2. Program Attendance (see report)
3. Program Discussion
4. Staffing
5. Finance Report

Jan. 14, 2015 – Feb. 6, 2015 PRO ACCESS ACTIVITY REPORT

|    | Activity                   | Date    | Number attended | Comments                               |
|----|----------------------------|---------|-----------------|--|
| 1  | Pro Access – Wed.          | Jan 14  | 8               |  |
|    | Pro Access – Thurs.        | Jan. 15 |                 | Closed                                 |
| 3  | Student Advisory Meeting   | Jan. 14 | 12              |  |
| 4  | Pro Access – Fri.          | Jan. 16 | 0               | No school because of MLK weekend       |
| 5  | Open Gym                   | Jan. 16 | 10              |  |
| 6  | Pro Access – Wed.          |         |                 | Closed                                 |
| 7  | Pro Access – Thurs.        | Jan. 22 | 3               |  |
| 8  | Pro Access – Pizza Tasting | Jan. 23 | 8               |  |
| 9  | Open Gym                   | Jan. 23 | 15              |  |
| 10 | Pro Access – Wed.          | Jan. 28 | 3               |  |
| 11 | Pro Access – Thurs.        | Jan. 29 | 8               |  |
| 12 | Lockout                    | Jan. 30 | 24              | Plus Claudia and Hilda                 |
| 13 | Pro Access – Wed.          | Feb. 4  | 6               |  |
| 14 | Pro Access – Thurs.        | Feb. 5  | 8               |  |
| 15 | Student Advisory           | Feb. 5  | 13              |  |
| 16 | Teen Talk                  | Feb. 5  | 11              | With Jeff Davis                        |
| 17 | Pro Access – Fri.          | Feb. 6  | 3               |  |
| 18 | Open Gym                   | Feb. 6  | 21              |  |
|    |                            |         | 153             | Average of 10 participants per program |

During this same period mid-Jan. to mid-Feb. 2015 152 participants were served with 14 programs for an average of 11 participants per program.

Pro Access Usage by other groups:

| Month     | Program    | Days Used | Students                              |
|-----------|------------|-----------|---------------------------------------|
| Dec. 2014 | Tutoring   | 17        | Average of 3.3 students per day       |
| Dec. 2014 | Transition | 10        | 2-3 students per day with 2-3 coaches |