

YOUTH COMMISSION

CJH MUNICIPAL CENTER

PRO-ACCESS TEEN CENTER

1 SCHOOL STREET

March 11, 2014

6:45 PM

MINUTES

RECEIVED

2014 MAR 12 A 11: 16

TOWN OF BETHEL
TOWN CLERK

PRESENT:

Chairman, Kristin Nauheimer, Members: Lisa Bergh, Kate Shea, Rob Deletis, Caroline Bruno, Rich Merritt, Bob Korin, and Kristin Riolo. Student Advisory Chairman, Olivia Wootton.

Also present: Hilda Delucia, Director Pro-Access Teen Center, and Assistant Director Claudia Fortunato

Chairman Kristin Nauheimer called the meeting to order at 6:45 PM.

CORRESPONDENCE: Claudia thanked the Commission for the condolence flowers and card she received.

ANNOUNCEMENT: None.

APPROVAL OF MINUTES: Bob Korin made a motion to approve the minutes of February 11, 2014. The motion was seconded by Rich Merritt. Vote all in favor. Motion approved.

DIRECTORS REPORT: Hilda presented the Directors Report (see attached). Hilda reported on events that took place, and membership numbers.

Discussion regarding increasing the number of girls attending took place with several suggestions made by members.

Park and Recreation approached Hilda about possibly working over the summer for the Camp that they host. Hilda or Claudia would run the 7th and 8th grade program. It is likely that Claudia would work the Monday through Friday 9am-3pm schedule, for the 6 weeks it is held. Claudia would be paid through Pro-Access, Inspired Learning, LLC. At her regular rate of pay.

FUNDRAISING: Fundraising was discussed, Hilda will be checking in with the Comptroller and Assistant Comptroller to determine what is considered fundraising money.

Ideas suggested for possible fundraising events to include Magnets for school lockers, a car wash, bowling held at Loes Lanes in New Milford, Rob to look into that.

Selling hot dogs at the sidewalk sales.

MONTHLY FINANCIAL REPORT:

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

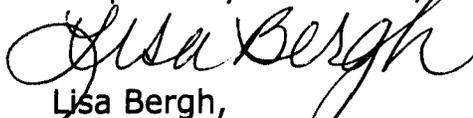
The next meeting will be April 8th, 2014

ADJOURN:

Lisa Bergh made a motion to adjourn; the motion was seconded by Rob Deletis. Vote, all in favor, motion unanimously approved.

Meeting adjourned at 8:11 PM.

Respectfully submitted,


Lisa Bergh,
Recording Secretary

Inspired Learning, LLC Custom Summary Report February 2014

Feb 14

Ordinary Income/Expense

Income

Consulting Income

Bethel Teen Center 5,500.00

Total Consulting Income 5,500.00

Program Income

Appeal Income 215.00

Christmas Party 45.00

Friday Night Pizza 88.00

Lockout 210.00

Open Gym 239.00

Total Program Income 797.00

Total Income 6,297.00

Gross Profit 6,297.00

Expense

Advertising and Promotion 35.00

Bank Service Charges 14.45

Insurance

Liability Insurance 174.00

Total Insurance 174.00

Internet Expense 151.53 Comcast

IT Expenses

Website 120.00 website domain and upkeep

Total IT Expenses 120.00

Office Supplies 77.61 Staples cartridges

Payroll Expenses

Director's Salary 3,517.00

Employer Taxes 74.62

Payroll Service Fee 30.00

Wages 735.25

Total Payroll Expenses 4,356.87

Postage and Delivery 14.79

stamps

Professional Fees

Bookkeeping Services 150.00

Total Professional Fees 150.00

Program Expense

Inspired Learning, LLC Custom Summary Report

February 2014

Feb 14

Movie	16.57	Netflix	.
Refreshments	216.15	BJs and Bethel Food	
Lockout Movie	299.00		
Lockout Brookfield Lanes	246.75		
Lockout Lazer Planet	260.00		
Lockout Diner and McDonalds	275.68		
Total Program Expense	1,314.15		
Toy Fair	13.35		
Total Expense	6,421.75		
Net Ordinary Income	-124.75		
Net Income	-124.75		

I. Membership Update: *march*

Grade	Feb. 2014		Total	Last Month	March 2013		Total
	New Paid Members	Renewal Members			New Paid Members	Renewal Members	
7	16		16				
8	5	10	15	16	17	19	17
Freshman	5	20	25	15	14	19	33
Sophomore	8	23	31	23	14	20	34
Juniors	3	5	8	29	1	0	1
Seniors	1	4	5	8	1	8	9
				5	0	16	16
Total	38	62	100	96	47	63	110

- I. Membership Discussion (see report above)
- II. Program Update and Attendance (see report below)
- III. Past Program Discussion
 - "Where do you stand" program for Boys and Girls at BHS
- IV. Upcoming Program Discussion
 - Park and Rec and their Summer Program
- V. Upcoming Program for the Spring
 - Kids Marathon
- VI. Clothes Closet – "Retire Your Attire"
 - a. Dates:
 - b. 2-week drop off period prior to the date of the Clothes Closet
 - c. Student volunteers to help sort but not assist with the day of the clothes drive
 - d. Free will donation
- VII. Fundraising
- VIII. Shop at Pro Access – Feb. 22
- IX. Donations: Thank you cards need to be sent out:
 - a. from the Appeal
 - b. TV from Fran Peters
- IV. Finance Report

Jan. 15 2013 – Feb. 7, 2014
PRO ACCESS ACTIVITY REPORT

	Activity	Date	Attendees	Comments
1.	Pro Access – Wednesday	Feb.12	7	
	Pro Access – Thursday	Feb. 13		Closed – snow day
	Friday Night	Feb. 14		Closed – snow day
	Open Gym	Feb. 14		Closed - snow day
	Knitting Class	Feb. 17		No one enrolled
2.	Pro Access – Wednesday	Feb. 19	6	
3.	ProAccess –Thursday	Feb. 20	8	
	Be Brave Program	Feb. 20		No one enrolled
4.	Friday Night at Pro Access	Feb. 21	9	
5.	Open Gym	Feb. 21	21	
	Shop at Pro Access	Feb. 22		Cancelled
6.	Student Advisory Group	Feb. 24	12	
7.	Pro Access – Wednesday	Feb. 26	6	
8.	Pro Access – Thursday	Feb. 27	5	
9.	Friday Night at Pro Access	Feb. 28	3	
10.	Open Gym	Feb. 28	14	
11.	Pro Access- Wednesday	March 5	8	
12.	Pro Access – Thursday	March 6	5	
13.	Friday Night at Pro Access	March 7	9	
14.	Open Gym	March 7	24	
Total Participants served in Feb/March 2014			137	Average of 10 participants/program

During this same period, mid-Feb. 2013 to mid-March 2013 254 participants were served with 18 programs for an average of 14 participants per program.

Pro Access Usage by other groups:

Month	Program		Students
Feb. 2013	Tutoring	Used 14 days	Avg. of 4 students per day
Feb. 2013	Transitions	Used 1 day	3 students with 3 coaches and 3 other school personnel doing observations

NOTE: Beginning in March the transitions group is coming to Pro Access 3 days a week on Mondays, Tuesdays and Wednesdays. The front of the center is used by the tutoring group and the back by the transitions group.