



Minutes Committee for Youth, Families and Community Town Hall Ad-Hoc Committee August 16, 2010

Minutes of the Town Hall Ad-Hoc Committee for Youth, Families and Community held August 16, 2010 at the Tempe Public Library Conference Room, 3500 S. Rural Road, Tempe, Arizona.

MEMBERS Present:

Randy Lazar, Tempe Union High School District
Maria Holmes, Association for Supportive Childcare
Kay Cosner, No Parent Left Behind
Celeste Plumlee, Tempe Resident
Fran Santos, Tempe Police Department
Bobbie Cassano, Tempe Community Council

MEMBERS Absent:

Barb Fries, Tempe Elementary School District
Alan Anderson, Checkmate Chess Instruction
Lynette Stonefeld, Communities In Schools
Lauren Johnson, Community Bridges

Guests Present:

Lourdes and Cynthia for Lauren Johnson, Community Bridges

Meeting convened at 2:00 p.m.

Agenda Item 1- Call Meeting to Order and Introductions

Bobbie Cassano called the meeting to order and welcomed attending members

Agenda Item 2- Minutes from August 2, 2010 Meeting

The minutes from August 2, 2010 were reviewed.

MOTION: **Randy Lazar** motioned to approve the minutes.

SECOND: **Maria Holmes** seconded the motion.

COMMITTEE CONSENSUS: Minutes were approved.

Agenda Item 3- Town Hall Presenters Update

Bobbie Cassano announced that Brahm Resnik of 12 News will serve as the moderator for the Town Hall. We reviewed the rest of the presenters and discussed what their 10-minute presentations should include.

We discussed the possibility of having an “overflow” space available where the Town Hall could be shown live. **Fran Santos** reported the police auditorium is no longer an option because it is now remodeled into office space.

Agenda Item 4 – Letter to Presenters

We are hoping to send letters to each of the presenters in the next two weeks and discussed including the following topics:

- Request a bio and picture
- Ask if they are planning on a power point presentation and, if so, we will need those two weeks out
- Date for the dress rehearsal if they can attend
- Focus of presentation: 12-18 year-olds underage drinking in Tempe; adults attendees
- Limit of 10 minutes
- Q & A at the end
- Outline of agenda
- Arrive by 6:30 p.m., park in City Parking Garage
- Size of audience

Agenda Item 5- Registration & Space Considerations

It was suggested we might be able to develop an on-line registration to speed up the process for those who RSVP. We can have one registration line for those already registered and may need to have some registration take place outside the Council Chambers as well as in the entry area.

Agenda Item 6- Sponsorships and Donations Update

The committee reviewed the donations we have received to date and those still pending.

Agenda Item 7– Handouts

As we move closer we will focus on the handouts we hope to provide to the attendees. We also spoke of the need to include some paper and pens for note taking.

Agenda Item 8 – Marketing

Bobbie Cassano reported that press release and flyers were distributed to the school districts to include on their websites and get out to the schools. We will do a broader press release as we get closer to the date.

Agenda Item 9 – Announcements

There were no announcements

Agenda Item 10– Future Agenda Items

Evaluation and Survey, Registration, Door Prizes and Handouts are to be discussed in more detail.

We also discussed the various roles of Coalition members to include:

- Vendor help at tables outside
- Registration
- Speakers
- Parking lot
- Direct to Council Chambers

The committee's next meeting will be on **September 8, 2010 at 4:00 p.m.**

Meeting adjourned at 5:00 p.m.

Prepared by: Bobbie Cassano

Bobbie Cassano, Coalition Coordinator