

**ROCKLAND TEEN CENTER**  
**Meeting Minutes**  
**Monday, April 11<sup>th</sup>, at 7:30 PM**  
**Location: TEEN CENTER McKinley Bldg. 394 Union Street.**  
**Agenda:**

**Attendees:**

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Nicole Hutchko, Kirsten Macdonald, Mark Underwood,  
Absent: Jacqui Gervais, Andy Houldcroft

1. ACCEPTANCE OF THE AGENDA - yes
2. TREASURER REPORT- Budget looks good as far as payroll and trips.
3. STAFF REPORT ON DEPARTMENT ACTIONS AND ACTIVITIES Staff would like the TC to purchase more gaming equipment.
4. VOLUNTEER / PUBLIC SERVICE OPPORTUNITIES- Kirsten has a volunteer that would like to help the next couple of Fridays. An employee has a teen son that would like to help volunteer. Both in the process of filling out Cori forms. Jeanne from the youth commission has an employee interested in volunteering possibly applying for open position in the fall.
5. OLD BUSINESS
  - a. Job posting for 3 positions
    - a. Length of service- September 16<sup>th</sup> 2016-June 2<sup>nd</sup> 2016.
    - b. Salary- Will stay the same.
    - c. Who will post?- Stacy will post at the town hall. Kirsten will look into District wide posting through website.
  - b. Post the need for Teen Center Board Members- Continuous posting..
  - c. W.B. Mason furniture- Frank from W.B. Mason was made aware that the wrong furniture was trying to be delivered, yet was not signed for so was brought back to the warehouse. Frank apologizes for the inconvenience and will make sure the new furniture is brought as soon as possible.
  - d. Art Mural progress- Canvas' for the project were donated. The students volunteering will let us know when they are available to paint. We are hopeful that this project will be up for the start of the 2016-2017 teen center year.
  - e. Employee Vacations- James will be unavailable May 13<sup>th</sup>, due to the SSVT prom. There are no other vacations being taken by staff.
  - f. Status of P.R./advertising events- Jacqui and Kirsten are doing an amazing job keeping up with the advertising of all events. Keep up the good work.
6. NEW BUSINESS

- a. Upcoming events- April 29<sup>th</sup>, Tad the DJ will host a game show. May 6<sup>th</sup>, South Shore Pottery Shop will conduct a paint night (at least 15 students needed). May 20<sup>th</sup> Ice Cream truck.
- b. BJ's shopping, Special event shopping- No special event shopping at this time. Mark will make a small BJ's shopping run this week.
- c. Employee review- We will have 3 full time employees for the rest of the year.
- d. Review of recent field trips- Staff review.. the students loved skate town, movies, Barrett's haunted mansion, Boston bowl, these are all trips we will put on the calendar for next year's trips off campus.
- e. Member concerns- Employee concerns discussed and addressed. Nicole will write letter to forward.
- f. End of the year planning- The board is looking at hosting another family night end of the year, "Backyahd BBQ." Kirsten will look into prices.

7. CALL TO THE PUBLIC

8. GENERAL DISCUSSION

9. ADJOURNMENT- 8:40pm

Next Meeting:

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TBD