HAMILTON YOUTH ADVISORY COMMITTEE
MINUTES
Tuesday October 20, 2009,
McMaster University Centre for Continuing Education (Downtown Centre),
50 Main St E. 2nd Floor, Room # 240.
5:00pm – 7:00pm

Present: Tahiya Bakht, Goce Dimitrioski, Ben Konyi, Michelle Leach, Fatime Sadeq, Matt Terry, Anda Wang, Fan Yang
Absent with Regrets: Katrina Schotsman, Edward Lee, Mike Muller, Aman-Preet Randhawa, Ari Fejzaj
Also Present: Corey Beaudoin, Laura Brown, René Reid (Scribe), Mark Weingartner

1. CHANGES TO THE AGENDA

- Added, approval of the minutes of previous meeting, as discussion item 3. All other discussion items moved down the list accordingly.
- Review of Action Items and Tasks 5.9
- Meeting evaluation and feedback added as item 5.10

2. DECLARATIONS OF INTEREST

None were made

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

(Bakht/Sadeq)
Hamilton Youth Advisory Committee Meeting Minutes, dated Tuesday September 15, 2009, were approved as presented.
CARRIED

4. PRESENTATIONS

None were made
5. **DISCUSSION ITEMS**

5.1 **Welcome and Introductions**
- Goce welcomed the group and new group members Michelle, Tahiya, Fatimee.
- Group members went around the table introducing themselves and sharing an interesting personal fact.

5.2 **Ice Breaker**
- Goce led an ice breaker “Two Truths and a Lie” requiring the group to determine which of 3 statements given by each member was a lie. This ice breaker provided an opportunity to learn more about each other.

5.3 **Acceptance of previous minutes**
- Quorum at this meeting was achieved, previous meeting minutes for September was approved.

5.4 **Youth Poverty Report – Run through**
- Goce provided a rough draft run-through of the poverty project he and Katie put together.
- René provided the group with a tool to help focus feedback to assist those members working on the project. The summarized feedback will then be used to enhance the presentation.
- Discussion took place about the presentation overall.
- Youth want to get more creative with the presentation.
- René offered to support the group by scheduling another work group evening. The youth identified the following Monday would best suit their schedules. A work group for the Poverty Project is scheduled for Monday Oct. 26, 5-8pm.

5.5 **HYAC Website**
- Website still in the early planning stages; still have not decided on official branding/logo and colour scheme.
- It has been identified that two possible website designers represent a conflict of interest and therefore cannot be commissioned to create HYAC’s website.
- René has contacted 3 other website and graphic design companies for estimates. Realistic estimates are dependant on the specific attributes the site will have.
- All agreed to revisit our needs for the website in the short term and build in the flexibility to make changes in the long term.
- A work group to complete this task as yet to be determined.
- The goal of having HYAC’s website up and running before the end of the year is the focus.

5.6 **Logo Drafts**
- Fan brought in drafts of various logo ideas generated at a previous work group.
- Discussion took place about the aesthetic merits of each design.
- It was agreed Fan would put all the logos into one document to pass around while Goce would put them onto FaceBook for further feedback.
- Everyone is encouraged to submit logo ideas or logos they like as well.
- The goal is to schedule another work group to create final comps and to have a vote on the final design prior to the meeting in November.
- Logo has to be done before we move ahead with the website and the purchase of any promotional items

5.7 Survey Monkey Results
- Deferred

5.8 Public Health Services Youth Needs Assessment Survey
- Laura explained to the group that due to H1N1 many projects/initiatives are suspended until further notice. Many staff are being redeployed to work on H1N1. Laura was unable to comment further/provide additional information at this time.

5.9 Review of Action Items and Tasks
- Fan will conduct the Ice Breaker for the meeting in November
- Youth Poverty Project final presentation
- All to identify their top 3 favourite websites with a design they feel will be good for HYAC’s website. Send info to René, who will summarize all the info and share with the group before the next meeting.
- Fan to circulate logos for feedback
- Goce to post logos on FaceBook for feedback
- Mark to close existing FaceBook

5.10 Meeting evaluation and feedback
- Those in attendance were asked to fill out an anonymous meeting evaluation
- Overall response to the meeting was positive.
- 9 evaluations submitted
- 3 members would like to have the meeting in the same place next time. 5 members did not comment on the location.
- 1 member suggested meeting someplace with free parking
- 2 members suggested having subs next time, while one person requested pizza, 6 members did not respond
- Items members found useful at this meeting: Name tags, facilitator who moved things along, clear tasks, keeping to the scheduled time, HYAC’s run-through of the poverty project, new info about website, logo drafts, learning about the committee
- Information about the website issues were not clear to everyone
- Items members would change for the next meeting: shorter ice breaker, agree on action items while discussing topic, the location, more organized presentation (poverty project?)

5.8 Next meeting location and time
- To be determined based on availability of meeting space, accessibility and member input
- Will be communicated on the next agenda.

6. ADJOURNMENT (Bakht/Sadeq)
There being no further business, the meeting adjourned at 7pm.

CARRIED