

**Portland Youth Services Advisory Board  
Special Meeting Tuesday, April 16th, 2024**

**Call to Order**

The meeting was called to order at 4:35 p.m. by Michelle Donahue

**Roll Call**

**Advisory Board:** Michelle Donahue, Sara Donahue, Margaret Stewart, Anne Whalen

**Absent:** Deb Calavas, Erin Livensparger (alternate)

**Others:** Courtney Fitzkee, Tim Lavoy

**Approve Agenda**

Margaret made a motion to accept the agenda, Anne seconded; vote approved unanimously.

**Approve Minutes**

Minutes of the last meeting of the Youth Services Advisory Board were read and approved. Sarah made a motion to approve the minutes from March 5<sup>th</sup>, 2024, Michelle seconded; vote approved unanimously.

**Old Business:**

A. Upcoming Event Planning

The group discussed the upcoming summer kick-off event. It will take place Thursday, June 27<sup>th</sup> from 3:30-5:30. Ice Cream Emergency and Farm on Wheels is already booked. The library is going to do a craft. We will invite other town entities to have tables with information. Michelle D. is going to organize some volunteer face painters and Sarah from the senior center is going to look into doing balloon animals. Sarah D. will ask businesses in town to participate with informational tables too.

**New Business:**

- Courtney described the programs that are in process, coming up or that just happened. This includes drop in craft, drop in and create, and little hikers. A mentor program that will happen in the fall. A sensory process art class with Drew and a babysitting course took place during school's April break and a stay at home safety course was also offered at the beginning of April.
- LGBTQ+ groups still running these groups twice a month. 1<sup>st</sup> Wednesday is activity nights and 3<sup>rd</sup> Wednesday is support style groups for teens and parents. Attendance has improved is still low. The program will end in June.
- Michelle Donahue discussed the fall fest planning that has just begun. This event will happen in September with the Come on Over Portland 5K that Parks and Rec plans.

Next Meeting: May 21st, 2024 at 4:30 for next YSAB meeting

Margaret made a motion to adjourn, seconded by Anne; vote approved unanimously.

The meeting was adjourned at 5:25 p.m.

Respectfully Submitted,

Courtney Fitzkee, Youth & Family Services Administrator