

# Youth Services Advisory Board

**Special Meeting**  
**Tuesday, March 5<sup>th</sup>, 2024**  
**4:30 PM**

Youth & Family Services  
265 Main Street  
Portland, CT 06480

*The Town of Portland will provide reasonable accommodations to assist those with special needs to attend and participate in public meetings. Please contact the Youth Services office at (860) 342-6758 at least 48 hours in advance to discuss your special needs.*

*We will be adhering to the town guidance regarding wearing masks, social distancing and other mitigation practices*

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## **Minutes**

1. Call to Order: Meeting was called to order at 4:32 by Margaret Stewart
2. Roll Call: Deb Calavas, Anne Whalen, Margaret Stewart and Courtney Fitzkee were present
3. Easter Event with Parks and Rec: Discussion was that the weather would be questionable and it was too hard to prepare a craft that could be modified for it. YSAB decided not to participate in the event this year.
4. Touch base on other upcoming events/programs: Brief discussion on summer kickoff event in June and will meet in April to solidify more details. Scott Driscoll coming to BIS at end of the month for internet safety speaking engagement.
5. Adjourn Meeting: Deb made a motion to adjourn, seconded by Margaret; vote approved unanimously.
6. The meeting was adjourned at 5:15 p.m.

Members: Deb Calavas, Michelle Donahue, Sarah Donahue, Margaret Stewart Anne Whalen Alternates: Erin Livensparger

Liaisons: Michael Pelton, Board of Selectmen

Distribution: Town Clerk, R. Curley, Board of Selectmen members, Youth Services Administrator, Captain Cunningham, T. Robinson, Website