



## YOUTH COMMISSION

City Hall—Council Chambers, 590 40th Ave NE

Wednesday, March 09, 2022

6:00 PM

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## MINUTES

The following are the minutes for the Meeting of the Youth Commission held at 6:00 pm on Wednesday, March 09, 2022, in the City Council Chambers, City Hall, 590 40th Avenue NE, Columbia Heights, Minnesota.

### CALL TO ORDER

Communications Coordinator Ben Sandell called the meeting to order at 6:00 pm.

### ROLL CALL/STATUS OF MEMBERSHIP

Members Present: Commissioners Garcia Genis, Hernandez-Monroy, Novitsky, Johnson, Kucera, Mamo, Marquez, Solem Hernandez-Monroy, Rogne, Tabor.

Council Liaison: Mayor Márquez Simula.

Also Present: Kelli Bourgeois, City Manager; Sara Ion, City Clerk; Nick Novitsky, Councilmember; Ben Sandell, Communications Coordinator.

### Discussion of Officer Roles.

Communications Coordinator Ben Sandell lead the discussion about what role the Chair, Vice-Chair and Secretary/Treasurer contributes to the Youth Commission and how the meeting is run.

### APPROVAL OF AGENDA

Motion by Coordinator Sandell, seconded by Commissioner Rogne to approve the agenda as presented.

### PRESENTATIONS

#### City Clerk

City Clerk Sara Ion lead a presentation regarding the job duties of the Clerk, as well as who the elected officials are for Columbia Heights. She gave a brief overview of how commission meetings are run, the role that staff and council liaisons play in supporting commissions, and some of the basics of Roberts Rules of Order.

#### City Manager

City Manager Kelli Bourgeois lead a presentation related to the job duties and role of Columbia Heights City Manager. She spoke to the challenges and rewards of working in local government, and all the great opportunities there are for the Commission to impact the community they live in.

## **NEW BUSINESS**

### **Discussion of By-Laws / Rules of Operation.**

Coordinator Sandell asked the group to review the By-Laws that were in the packet for the next meeting. He gave a brief overview of the By-Laws document and asked for feedback related to changes that are needed. By the end of the third meeting of the commission, the By-Laws will need to be approved. The By-Laws will be reviewed each year in April for any updates or changes that may be needed.

### **Review of Duties, Roles, and Expectations.**

There was a motion to table the discussion and appointment of Chair, Vice Chair and Secretary to the next meeting. Overall, the Commission would like to find a way to vote that was more anonymous than an official role call vote. Clerk Ion and Coordinator Sandell agreed to work on a way to have votes taken in a transparent way, without putting anyone on the spot at the next meeting.

### **Appoint Board and Commission and Council Liaisons.**

Coordinator Sandell asked the group to consider the assignments of members to various Board and Commissions and Council Liaison.

### **Future Projects, Presentations, and Goals Brainstorming.**

Coordinator Sandel asked for the Commission to feel open to bringing forward ideas and concerns that they would like the Commission to discuss. Overall, the goal is to have a broader discussion over the next several meetings about the projects and presentations that they are hoping to have.

Mayor Márquez Simula introduced herself to the Commission and gave some background on the function of the Council Liaison. She also mentions some upcoming events that she will be hosting and hopes that the group can attend.

### **Group Photo**

A group photo was taken at the Council Dias.

## **ADJOURNMENT**

Communications Coordinator Sandell adjourned the meeting at 7:23 pm.

Respectfully Submitted,

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Sara Ion, City Clerk/Council Secretary