



TOWN OF MILFORD, MASSACHUSETTS
MILFORD YOUTH CENTER
MILFORD YOUTH COMMISSION
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Milford Youth Commission Minutes
October 3, 2016

Members Present: Jen Ward, Mike Walsh, Susan Salamone, Kristen Kibbee, Brenda Wheelock, Sandra Caproni, Amy Tamagni and Katie Covell

Members Absent: Fran Trafecante, Steve Manguso and Chuck Calagione

- Meeting called to order by Mike Walsh at 6:35 pm.
- Welcome to Jeff Niro, Finance Liaison.
- Motion by Amy Tamagni to approve the minutes dated August 1, 2016, seconded by Brenda Wheelock and all in favor.
- Jen Ward provided an update on her interviews for the position of Front Desk Monitor. She proposed offering the position to Angel Kaye-Rocha. Motion by Sandra Caproni to offer Angel Kay-Rocha the position of Front Desk Monitor, seconded by Amy Tamagni and all in favor.
- Jen Ward reported the Revolving Account balance is \$57,382.88 as of 10/03/2016.
- Warrants for review and signatures.
- Mike Walsh provided an update on the Finance Committee meeting.
- Jen Ward provided an update on the Renovation Committee. She reviewed the punch list of areas that need further attention.
- A Capital Planning Committee was formed to include Jeff Niro, Jen Ward, Katie Covell, Brenda Wheelock and Sandra Caproni.
- Katie Covell presented a review of the rental agreements and proposals for October.
- Jen Ward reviewed the After School Program updates.
- Jen Ward reviewed donations to the program.
- Jen Ward reviewed the Tillrock Consulting grant writing proposal.
- Motion by Mike Walsh to adjourn at 8:00 pm, seconded by Sandra Caproni and all in favor.
- **Next Board Meeting Monday November 7, 2016 at 6:30 pm at the Youth Center.**