



Agenda

DATE 8/21/14 TIME 4:35 p.m.
SERVED BY Chris Sanchez
RECEIVED BY [Signature]

CHILDREN AND YOUTH COMMISSION MEETING

Tuesday, August 26, 2014
Market Station
Conference Room
500 Market Station
6:00-7:00 p.m.

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes: July 22, 2014
4. New Business:
 - a. Introduction of Katie Dry
 - b. Transition Plan
 - c. Presentation to City Council
 - d. Mayor's Children, Youth and Family Community Cabinet
 - e. Presentation from SF Teen Arts Center/W21
5. Old Business:
 - a. Evaluation Tool
6. Comments from the Chair and Commissioners
7. Report from Staff:
 - a. Update on contracts for FY 14-15
 - b. Update on close-out of FY 13-1
 - c. Process and timeline for the RFP for Data Development
8. Matters from the Floor
9. Adjournment

PERSONS WITH DISABILITIES IN NEED OF ACCOMMODATIONS, CONTACT THE CITY CLERK'S OFFICE AT 955-6520, FIVE (5) WORKING DAYS PRIOR TO MEETING DATE.

**CHILDREN AND YOUTH COMMISSION
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AUGUST 26, 2014**

Cover Page		Page 1
Call to Order and Roll Call	The Children and Youth Commission meeting was convened by the Chair at 6:00 pm, City Railyard Offices, Santa Fe, New Mexico. A quorum was declared by roll call. 3 Excused Absences. New member: Katie Dry	Page 2
Approval of Agenda Agenda amended to have 4-e to 4-b	<i>Mr. Bustamante moved to approve the agenda as amended, second by Ms. Arnokoski, motion carried by unanimous voice vote.</i>	Page 2
Approval of Minutes July 22, 2014	<i>Mr. Bustamante moved to approve the minutes of July 22, 2014 as presented, second by Ms. Dry, motion carried by unanimous voice vote.</i>	Page 2
New Business a. Introduction of Katie Dry b. Transition Plan c. Presentation to City Council d. Mayor's Children, Youth and Family Community Cabinet e. Presentation from Santa Fe Teen Arts Center/W21	<i>Informational, no formal action.</i>	Page 2-5
Old Business Evaluation Tool	Informational	Page 5
Communications from Chair and Commissioners	None	Page 5
Report from Staff a. Update on contracts for FY 14-15 b. Update on close-out of FY13-14 c. Process and timeline for the RFP for Data Development	Informational	Page 6
Adjournment and signature page	There being no further business to come before the Children and Youth Commission, the meeting was adjourned at 7:30 pm	Page 6

CHILDREN AND YOUTH COMMISSION
AUGUST 26, 2014
6:00 PM – 7:30 PM
MINUTES

- 1. The Children and Youth Commission meeting was called to order by Ms. Jill Reichman, Acting Chair at 6:00 pm. A quorum was declared by roll call.**

Roll Call - Present

Thomas Bustamante
Jill Reichman, Chair
Paige Aarniokoski
Catherine (Katie) Dry

Not Present:

Dolores Fidel
Michael Multari
Joanne Lefrak

Others Present:

Ward Morgan, Warehouse 21
Paul Grace, President of the Board, Warehouse 21
Richard Levy, Board Member, Warehouse 21
Terri Rodriguez, Director
Chris Sanchez, Staff Liaison
Fran Lucero, Stenographer

- 2. Approval of Agenda:**
Staff Change: 4-e to 4-b

Mr. Bustamante moved to approve the agenda as amended, second by Paige Aarniokoski, motion carried by unanimous voice vote.

- 3. Approval of Minutes**

Mr. Bustamante moved to approve the minutes of July 22, 2014, second by Ms. Dry, motion carried by unanimous voice vote.

- 4. New Business**

- A. Introduction of Katie Dry**

It was noted that Ms. Hermann was not re-appointed.

Katie Dry, Director of the Baby Fund. The Mayor is very invested in early childhood education. Baby Fund mission is to create the awareness in the

following areas:

- Drug and alcohol exposed babies and their mothers struggling with addiction
- Teen pregnancy prevention and services to teen parents
- Access to quality, affordable infant and toddler care.
- The funding is \$1.1 million endowment fund.

Welcome to Katie Dry.

B. Transition Plan

Mr. Sanchez – provided a new list of the members for the Children and Youth Commission. The opportunity to vote for a Chair will be placed on next months Agenda under Needs Action.

C. Presentation to City Council

Mr. Sanchez suggested the commission members make a presentation to the City Council. Mr. Bustamante said that he welcomes the opportunity. It would give the governing body an opportunity to ask the Children and Youth Commissioners questions. Mr. Sanchez said that jointly with the Regional Juvenile Justice Board there is a collaborative effort on the work that they do. Ms. Rodriguez added more information on the collaborative work and services that can be shared between the CYC and RJJ. It is important to provide information to the Mayor and Council on the opportunity of shared services. The Children and Youth Commission members agreed to postpone any action on this item until the Chair is elected and the full commission can comment.

D. Mayor's Children, Youth and Family Community Cabinet

Mr. Sanchez said that this would be the first Cabinet of its kind in Santa Fe or New Mexico. The Mayor is very dedicated to early childhood education. The Mayor's concern is that there are multiple meetings being held on the same subject with no collaborative effort or results. The Mayor feels strongly that having this cabinet would bring the community leaders together to discuss policy, funding and strategy to successfully attain the goals and answer the issues.

Mr. Bustamante asked if this would be a Grant makers group? Ms. Rodriguez said that it would be more than a Grant makers group as representatives from the school system and other public and private entities would participate. Ms. Dry said that she can envision work groups as the Cabinet would be quite large.

The Mayor is a visionary and is strong in coordination of large groups.

Mr. Sanchez did share with the Children and Youth Commission that close scrutiny of who is selected to participate in this Cabinet will take place.

Mr. Bustamante reconfirmed that the Chair of the Children and Youth Commission would be one of the Cabinet members. Mr. Sanchez confirmed, yes.

Mr. Bustamante asked if the programs that the Children and Youth Commission works on would stay with CYC? Mr. Sanchez said they would stay with the Children and Youth Commission. Ms. Rodriguez said that the only deviation in the future could be if the Cabinet comes to the Commission or delivers the message to the Chair that a program could be integrated into their plan.

Mr. Sanchez said that this commission will be an intricate part of this Cabinet.

Mr. Bustamante reiterated that the role of the Children and Youth Commission is advisory.

E. Presentation from SF Teen Arts Center/Warehouse 21

Mr. Ward Morgan, Executive Director and Treasurer (Exhibit A)

During the recession Warehouse 21 suffered tremendously and there were many who backed out and the funding became a big concern. Mr. Morgan provided descriptions of the programs in a planned phase for the next 12 months:

- Berklee City Music
Entered a contract with the Berklee College of Music, Boston, MA, the World renowned school of contemporary music.
- Warehouse 21 Conservatory of Music
As a conservatory they would like to teach music and a fee would be charged.
- W21 Instruction
Art classes are also planned and a minimal fee would be charged.
- Ground Zero Radio (KGZR)
Mr. Morgan sees this to be fun for the kids as well as revenue for W21.
- Recording Studio

Additional information is detailed on Exhibit A regarding the facility and the Board of Directors. Mr. Morgan said that they charge the market rate and the difference from what the city requests is their

profit for rentals. Mr. Morgan feels that the rental rates need to be reviewed for the future.

Board: Cheryl Roberts, Richard Levy, Paul Grace and Ward Morgan. Mr. Grace is the President of the Board and has been for 9-years. He became committed to the goal for W21 as his children attended many of the activities there. At one time there was a larger board and he is conscious that the board needs to be grown. It is a concern having a small board as there is a lot of work to get done. During the recession the donations went down and there is only a couple of staff at W21. There were approximately 389 functions during the last year so the facility is being utilized heavily. W21 has problems with visibility; the community is asking; "what are you doing?" These are all economic issues and that is the situation right now. Presently W21 has a HUD grant that continues to lessen. We are looking for funds to help us get back on our feet, this is a difficult transition. W21 is there for the kids and we are struggling.

Mr. Morgan spoke about the need to get everything cleaned up. Paige Aarniokoski asked if W21 is working with the public schools. Mr. Grace said that the schools will be utilizing the facilities and they will be working with the Superintendent of Schools.

Mr. Sanchez said that the contract specifies what needs to be fulfilled with the City of Santa Fe. Mr. Morgan acknowledged but has not seen the contract.

Mr. Bustamante asked if W21 has a business plan. Mr. Morgan and Mr. Grace said that Exhibit A is their first attempt to a plan. The Board feels strongly that the relationship with Berklee College is going to help them.

It was mentioned that they are also in hopes of creating an art therapy program.

5. Old Business

A. Evaluation Tool

Mr. Sanchez reported that changes requested will be made and sent to the members for review. Ms. Rodriguez said she would also like to use it for the Human Services Division. Paige said that you could put a footer in the document and indicate who are the authors and date stamp it. City Councilors expressed their compliments on this particular form.

6. Comments from the Chair and Commissioners

None

7. Report from Staff

- a. Update on contracts for FY 14-15
Contracts are completed and have been sent out. Warehouse 21 will need to be contacted as a follow up on the contract concerns.

- b. Update on close-out of FY 13-14
SFPS came back with remaining cash. Ms. Rodriguez said that the money is always kept with CYC but not always as easily accessible. Mr. Sanchez will work on the PO's for each contract.

- c. Process and timeline for the RFP for Data Development
At the July 22nd meeting there was approval to send out an RFP for a data analyst. Mr. Sanchez would like to send a draft to the commission and have all input back by September 28th. The process would follow to have everything back for CYC review by October 28th. The RFP will not have to be posted but it will actually be mailed out to individuals who fit the criteria. It is important to have someone who can set up systems for non-profits; there is a need for someone to build board development.

Mr. Sanchez said that the expertise needed is very important. \$60,000 has been allotted for this person. Five programs have been selected and this individual will capture the data and bring back to CYC. It is important to select those who are aligned with the indicators. Mr. Sanchez is re-drafting the job description.

8. Matters from the Floor

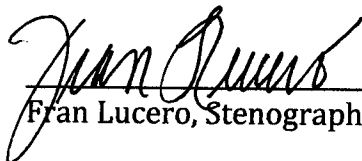
None

9. Adjournment

There being no further business to come before the Children and Youth Commission, the meeting was adjourned at 7:30 pm.

Signature Page:

Jill Reichman, Acting Chair



Fran Lucero, Stenographer

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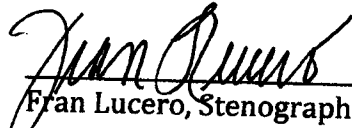
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Jill Reichman, Acting Chair



Fran Lucero, Stenographer



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Santa Fe Teen Arts Center

*The hub for youth-directed development in the arts
through mentorship and entrepreneurial opportunities*

SANTA FE TEEN ARTS CENTER

A PLAN FOR THE FUTURE

August 2014

During its seventeen year history, Warehouse21 has earned a reputation as the pre-eminent center for the creative efforts of Santa Fe youth. Each year, W21 hosts over 300 events and other education programs serving its targeted group of talented youth and the general community. During this time, the interests and needs of this group have changed and grown. It is now time to expand the education and participation programs of W21 to meet those needs and to provide for a sustainable future for the Warehouse while still maintaining its prime mission statement. To accomplish that target W21 is pleased to announce the following programs to be incorporated into the operations of W21. Commencing immediately with a planned phase in over the next twelve months these programs will include:

- **Berklee City Music:** W21 has entered a contract with the Berklee College of Music, Boston, MA, the World renowned school of contemporary music. W21 will be the Berklee City Music Network branch in Santa Fe. Berklee City Music is consortium of organizations across the United States committed to the Berklee mission to deliver high-quality contemporary music education to underserved youth. Students are instructed using the Berklee PULSE Music Method with local music instructors who have been qualified in the program and meet Berklee's stringent requirements for teachers. The program is presented at no cost to the students and is entirely supported by the sponsor organization, in this case W21.
- **Warehouse 21 Conservatory of Music:** To further the aim of music education in Santa Fe, W21 will offer music education to both the youth base of W21 and to adults. These classes will further W21's exposure to the musical community and will be offered on a tuition basis. Funds generated from the conservatory will enable us to strengthen existing programs, and create new programs to serve the youth of Santa Fe... Many of the Berklee City Music organizations offer this combination of music education with excellent results, and W21 can draw on their experience to structure the Conservatory program.
- **W21 Art Instruction:** Art has always been a major part of the W21 programs for youth. Classes and individual instruction were presented on a largely informal structure. The plan for the art program is to present instruction in painting, drawing, ceramics and other forms of art on more formal basis with classes offered to both W21 youth group and adult students. Classes will be on a graduated tuition basis costing very little, if anything for youths, and a more appropriate fee for adults. Income from these activities will help support the sustainability aims of W21. Art instruction for persons with disabilities will also be included in the curriculum.

Exhibit A 1

- **Ground Zero Radio (KGZR):** W21 is the owner of an FCC license for a LPFM (low power FM) radio station with call letters KGZR at 98.9 FM. The possibilities for this station are unlimited. It can act as the voice of W21 in promoting our activities, as a teaching tool for the client base on both the technical and programming fronts, as a fund raiser by the use of exposure for our donor's business and other interests ("the following program is supported by xxx business"), as the "voice of the Railyard" and its many businesses and for the public relation benefits possible. The license requires 20 hours of programming per day. Set up costs are minimal compared to the potential advantages and can be accomplished quickly once funds are in hand. The station will appear initially as a streaming broadcast available as a link from the W21 web page and as a link from its own web page. Following closely, the station will go terrestrial, broadcasting from an antenna on the roof of the W21 building. Broadcast range will cover the majority of the Santa Fe population area.

- **Recording Studio:** The recording studio is presently in operation and serving many uses. To meet all of the future opportunities available, some upgrades will be required. The studio will be an important part of the Berklee program both on an instructional basis and as a production site for Berklee student talent. The Studio is presently and will continue to be a teaching tool for W21 youth who are interested in the sound and recording fields. It also serves as the basis for Ground Zero Radio (see above). We anticipate a synergistic relationship between the music programs and the Studio

The Facility: The 17,000 square foot W21 building located in a prime location in downtown Santa Fe in the Railyard is an asset beyond measure. Surrounded by galleries, restaurants, shops and theaters and at the terminus of the Railrunner commuter line, the location is among the best in the city.

The inception of the various proposed programs will require some interior alterations to the building. In addition, the structure is now six years old and requires some attention to maintenance details as well as a general redecoration of the interior walls and some new furniture items. Exterior paint will be revamped, sidewalks cleaned of graffiti and a general clean up accomplished. Additionally, a marquee is planned for the front of the building which will announce coming events at the Warehouse and new signage with the Berklee and KGZR logos.

W21 occupies the building on a 50 year lease with an option to renew for 30 years. The lease is presently in its seventh year. The lease cost is compensated in part by use of the building facilities at a reduced or zero rate by clientele and organizations considered worthwhile by the City. At present W21 has a lease credit of \$194,000.

Board of Directors: A concerted effort is under way, and will continue, to attract additional qualified members to both the Board of Directors and the Advisory Committee. The importance of the success of these efforts to the continuing successful operation of W21 cannot be overemphasized