



## CUPERTINO

Cupertino Teen Commission

### SPECIAL MEETING

Wednesday, November 7, 2018 6:30 pm

Quinlan Community Center

10185 N. Stelling Rd. Cupertino, CA 95014

### [DRAFT] MINUTES

#### CALL TO ORDER @ 6:40pm

#### PLEDGE OF ALLEGIANCE

#### ROLL CALL

Commissioners Present: Chan, Vemula, Shearin, Tan, Krishnan, Subramanyam, Tung, Krithika V., Khot

Tardy: Vemula

Absent: N/A

Staff Present: Daniel Mestizo

#### CEREMONIAL MATTERS & PRESENTATIONS

#### MINUTES FROM PREVIOUS MEETING

1. October 24, 2018 – Commissioner Tung motions to approve minutes. Commissioner Chan seconds motion. Motion passes unanimously.

#### WRITTEN/ORAL COMMUNICATIONS

- Recreation Coordinator Marilu Mejia emailed the Teen Commission to call for volunteers for the Breakfast with Santa event on December 1.

#### OLD BUSINESS

2. 2018-2019 Work Plan  
The Teen Commission reviewed the final draft of the 2018-2019 Teen Commission work plan. **Commissioner Shearin motions to approve the 2018-2019 Work Plan which would be effective immediately.** Commissioner Subramanyam seconds the motion. Motion passes unanimously. The Commission will present their work plan to City Council at a later date.
3. Teen Workshops: CodeBuddies  
Local teen Ria Doshi presented to the Teen Commission her plans for a new workshop where she would host a workshop to get women and other more involved in computer science. The workshop would be 3 sessions long and it will be held at the Teen Center.
4. Teen Commission Policies Procedures: Emails and Communication  
Staff Liaison Mestizo reminded the Teen Commission on their responsibilities regarding checking their City emails. Moving forward, commissioners would be more involved and taking ownership of their initiatives.

## NEW BUSINESS

5. Efficiency of Commissions

The Teen Commission was requested to provide their feedback regarding the efficiency of commission work and commission meeting management. The Staff Liaison will share the feedback with City staff responsible for this project.

6. November and December Meetings

Due to the holiday season and school finals, regular meetings for November and December were reviewed. Meetings will be held on November 28h and December 12<sup>th</sup>. The December 26<sup>th</sup> meeting will be cancelled.

7. <hack> Cupertino 2019

Item was moved to the next meeting.

8. Commission Meeting Sign-Ups

Commissioners signed up to attend other City Commission meetings through the end of 2018.

## STAFF & COMMISSION REPORTS

a) Staff Liaison Report

- N/A

b) Commissioner Report

- N/A

## MISCELLANEOUS - NO ACTION REQUIRED

## ADJOURNMENT

At 8:58pm the Teen Commission adjourned to a REGULAR MEETING which will be held on November 28, 2018 at 6:00pm at Quinlan Community Center, 10185 N. Stelling Rd. Cupertino, CA 95014.

Respectfully submitted,

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Daniel Mestizo, Staff Liaison