

**Santa Barbara Youth Council
Member Guidelines March 2011**

Purpose:

The purpose of the Santa Barbara Youth Council is to assist in the promoting of youth and youth programs by serving as an advisory body in the Parks and Recreation Department. As such, it provides a vehicle for youth input, identifying and reporting to the Parks and Recreation Commission, City Council, and city staff on youth needs and priorities of the Santa Barbara community. The Youth Council may also assist in developing, coordinating, or advising on events, proposed policies and services for youth.

Duties:

The Santa Barbara Youth Council duties will coincide with the duties established by the findings and recommendations made by the Santa Barbara Youth Task Force reports. Each year the Youth Council will also establish a set of goals and objectives. Duties include coordinating Youth Speak Outs; participating in community events, such as community clean ups; representing Youth Council on other boards and commissions; assisting with coordination and planning of teen activities for City staff.

- A. Each Youth Council member shall serve on at least two subcommittees, attending subcommittee meetings and carrying out the functions of said subcommittee.
- B. Each Youth Council member shall perform at least ten hours of community service per month from an approved Youth Council or Teen Programs' event.
- C. Each Youth Council member must do due diligence in representing the City of Santa Barbara and the youth of the community, by disseminating information to and from the youth of the community and the City Council and/or Parks and Recreation Commission and in carrying out the functions of said goals and objectives.
- D. Each Youth Council member must attend at least one mandatory annual leadership and parliamentary training provided for the Youth Council.

Membership:

- A. Members of the Santa Barbara Youth Council shall be residents of the City of Santa Barbara and/or attend a school that is part of the Santa Barbara School District. Any member of the Council shall automatically be deemed to have resigned from the Council and their seat vacated, in the event said member ceases to be a resident of Santa Barbara or no longer a part of the Santa Barbara School District.

B. The Youth Council shall consist of 17 members, 9th – 12th grade. Newly appointed members must be freshmen, sophomores, or juniors. Members of the Santa Barbara Youth Council shall be composed of individuals representing the diverse composition of the City, with at least three representatives from each of the public high schools; at least one representative from a private high school in the City of Santa Barbara, and the remaining members at-large members. The Youth Council may select non-voting junior high school students as junior high representatives.

Appointment

The Youth Council will make appointments of Youth Council members after an application and interview process. Applications will generally be accepted in April and interviews conducted at the first Youth Council meeting in May. Applicants are interviewed by members of the Executive Committee, who makes selection based on application and interview. Members will begin serving the first of July each year. The members shall serve at the pleasure of the City Council of Santa Barbara.

Terms

Members of the Youth Council serve from time appointment until resignation, removal, or graduation from 12th grade.

Organization

The Youth Council shall hold at least two regular meetings a month. The meetings will normally be held in the City Council Chambers of City Hall, unless another location is designated. The Council may hold additional/special meetings at places other than City Hall to the extent as otherwise permitted by law. The meetings will be held on the 1st and 3rd Monday of each month at 5:15 p.m. The meeting shall conclude at 7:00 p.m. If the meeting falls on a holiday the Council shall meet the next regular business day. A Youth Council member shall be deemed to have an unexcused absence when they fail to report to the Chair or staff at least 24 hours in advance of an anticipated absence. In the case of an emergency, consideration will be given to the Youth Council member. Generally the nature of a member's absence will not be questioned, but it is understood that all Youth Council members are aware of the requirement to be at all regularly scheduled Youth Council meetings.

The Executive Officers for the Youth Council shall consist of Chair, Vice Chair, 2nd Vice Chair, Secretary, Treasurer, Parliamentarian, Publicist, and Historian.

The Youth Council shall be governed by City Charter, the Brown Act, Robert Rules of Order, and Youth Council Bylaws. The bylaws can be amended with majority vote. The Youth Council will create annual goals and objectives.