

## **UNCONFIRMED MEETING NOTES**

Thursday 2 August  
5.30pm – 7.30pm  
Library Hub

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### **1. MEETING OPENED**

The meeting of the Youth Advisory Committee was opened at 5:45pm by Chair Aimee Biskup.

### **2. PRESENT**

Alderman Robin Knox	Elected Member
Aimee Biskup	Coordinator Youth Engagement
Sau-Ching Leung	YAC Member
Emmanuel Khemis	YAC Member
Emily Ford	YAC Member
Andy Huang	YAC Member

### **APOLOGIES**

Alderman George Lambrinidis	Elected Member (Alternate)
Jane Alia	YAC Member
Kyaw Niang John Yusuf	YAC Member
Zakelli Xie	YAC Member
Kailey Coble	YAC Member
Rebecca Jennings	YAC Member

### **WELCOME OBSERVERS AND GUESTS**

### **3. MINUTES OF PREVIOUS MEETING**

Quorum was not reached at 2 August 2018 meeting so minutes could not be accepted.

### **4. CONFIRMATION OF ENDORSEMENT OF NEW MEMBER**

Members congratulated Andy on his endorsement as an incoming Member of the Youth Advisory Committee Meeting. Andy's term will be from 6 July 2018 to 3 June 2021.

### **5.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

#### **5.1 YOUTH CHARTER**

Members reviewed the changes implemented during the previous meeting. Some of the items discussed included the colour and placement of the logo, minor adjustments to wording and discussion around the design and layout of the charter document.

<b>ACTION</b>	Coordinator Youth Engagement Officer to make final changes to document and bring to next meeting for approval before it is passed up to council for endorsement.
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## **6.0 GENERAL BUSINESS**

### **6.1 NOMINATION OF YAC CHAIRPERSON**

Members nominated a chairperson to chair the next 3 months of YAC Meetings.

<b>ACTION</b>	Sau-Ching Leung has volunteered to chair the September, October and November meetings.
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### **6.2 TERMS OF REFERENCE REVIEW**

Members reviewed the current Terms of Reference document. Some items discussed and issues raised included communication channels, membership nominations, nomination of chairperson and logistics of the group.

<b>ACTION</b>	Coordinator Youth Engagement will create a draft update of Terms of Reference to reflect members feedback. Coordinator Youth Engagement will provide draft Terms of Reference to the next meeting for review.
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### **6.3 PROFESSIONAL DEVELOPMENT OPPORTUNITIES**

Members discussed which professional development and the way it might be formatted if it is organised by City of Darwin Youth Services Team.

<b>ACTION</b>	Youth Services Team to search for development opportunities for YAC and offer them to members for professional development opportunities particularly focusing on leadership.
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### **6.4 VOLUNTEERING PROJECT**

Members discussed potential to volunteer at an organisation as a team building project.

<b>ACTION</b>	Members agreed to research different upcoming volunteering opportunities and bring back to next meeting.
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## **6.5 MEMBERS ITEMS**

Coordinator Youth Engagement, on behalf of YAC member Jane Alia, presented a survey that forms part of Jane's project work for the NT Youth Round Table.

<b>ACTION</b>	Members were given information about the survey and asked to complete it. Survey is due the 21 <sup>st</sup> August.
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## **7. MEETING CLOSED**

7:17pm

### **Next YAC meeting scheduled:**

5.30pm – 7.30pm, Thursday 6 September  
Library Hub, City of Darwin Civic Centre

Contact Person:

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