



**Planning & Development**  
225 4th Street North  
Fargo, ND 58102  
Office: 701.241.1474 | Fax: 701.241.1526  
Email: [planning@FargoND.gov](mailto:planning@FargoND.gov)  
[www.FargoND.gov](http://www.FargoND.gov)

**FARGO YOUTH INITIATIVE**  
**Sunday, December 12, 2021 | 1:00PM**  
**Fargo Public Library - Main | Fercho Room**  
**AGENDA**

1. Welcome and Introductions
2. Approve Agenda & Minutes.....Action Item
3. Approve Bylaws.....Action Item
4. 2022 Meeting Schedule
5. Staff Report
6. Subcommittee Breakout Sessions

## **FARGO YOUTH INITIATIVE MINUTES**

**Regular Meeting:**

**Thursday, October 11, 2021**

The Regular Meeting of the Fargo Youth Initiative Members of the City of Fargo, North Dakota, was held in the Dawson Room of the Fargo Public Library Main Library at 1:00 p.m., Sunday, October 11, 2021.

The Fargo Youth Initiative Members present or absent were as follows:

Present: Aarya Panwalker, Fatima Attia, Samuel Swenson, Abhijna Kavasseri, Ivy Mastrud

Absent: Kha (Andy) Tao, Erika Spanjer, Anna French, Natalie Evensen, Madeline Abbott, Jady Chakua

### **Item 1. Welcome and Introductions**

Vice Chair Panwalker welcomed Members to the meeting and introductions were made.

### **Item 2. Approve Agenda**

Member Panwalker moved to approve the Order of Agenda. Second by Member Kavasseri. All Members present voted aye and the motion was declared carried.

### **Item 3: Review Bylaws**

Discussion was held regarding updates needed in the bylaws, including sections on unexcused absences; meeting times and expectations; and application process timeline.

### **Item 4: Subcommittee Updates**

Member Panwalker provided background on the Fargo Youth Initiative's current subcommittee structure, which includes one Mental Health subcommittee and one Racial Inequity subcommittee.

She explained that last year, the Racial Inequity subcommittee concluded with presenting their top recommendations to the Fargo Human Relations Commission as well as Dr. Tamara Uselman, Fargo Public School's Director of Diversity, Equity, and Inclusion. This year, the group will focus on implementation and is in beginning stages of getting a pilot "Cultural Show and Tell" program at an elementary school in coming months.

Member Attia provided an update on the Mental Health subcommittee, including that they concluded last year presenting to the Board of Health. Over the summer, they presented at a joint Fargo Public Schools-City Commission-Fargo Parks meeting and had representation at a Fargo Cass Public Health Community Needs Assessment focus group.

Member Panwalker asked that new members select their preferred subcommittee and notify Assistant Planner Catlyn Christie.

**Item 4: Announcements**

Assistant Planner Catlyn Christie shared that tomorrow is Indigenous Peoples' Day and there are several educational programs available throughout the day.

**Item 5. Staff Report**

No staff report was provided.

**Item 6. Adjourn**

The time of adjournment was 1:45 p.m.

# Fargo Youth Initiative

## 201921-20202 Bylaws

### I. NAME

The name of this organization shall be the Fargo Youth Initiative and shall hereby be known as FYI.

### II. INTENT

The intent in preparing and adopting these bylaws is to provide a framework for FYI, its actions and agenda. It is not the intent of the City or the members hereinafter described to create a legal entity of any sort including without limitation, a corporation, nonprofit corporation, limited liability company, partnership nor any other business, public or quasi-public entity.

### III. PURPOSE

#### Mission –

*“Empowering the voice and uniting the youth of Fargo through actions and teamwork.”*

#### Vision–

*“An atmosphere where youth have a positive sustainable impact on the community of Fargo.”*

#### Tagline

*–“Connect. Create. Educate.”*

#### Specific Functions

–Specific functions of FYI shall include, but are not limited to the following:

- a. To serve as a liaison between the City of Fargo and the youth of Fargo.
- b. To investigate needs, problems and issues affecting the youth of Fargo.
- c. Research issues and make policy or project recommendations to the Fargo City Commission.

### IV. MEMBERSHIP

#### Composition

–FYI will consist of:

- a. Between 10-20 students representing grades 9-12
  1. Students must live in or attend school in Fargo
  2. All student members will represent all aspects of the group
- b. Between 1-3 adult mentors
  1. Adult mentors must live in Fargo

#### Terms

- a. Applications are sent out in the spring of each year [for terms to begin on July 1 of that year](#).
- b. Applicants can reapply each year if not admitted.
- c. Members can serve in FYI until graduation without reapplying each year so long as they fulfill their duties and are in good standing with the group.
- d. If members have two unexcused absences they will be given a warning from the co-chairs. If members have four unexcused absences they will be asked to leave the group.
  - d.a. [The executive committee will determine what is considered an acceptable excuse.](#)

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### V. OFFICERS AND ELECTIONS

#### Chairperson Responsibilities

- a. The Chairperson's primary role is to keep the mission and vision at the forefront of all FYI business and remind fellow members of the mission and vision.
- b. The Chairperson will help schedule meetings, write agendas, coordinate committees, contact advisors, and remind members of FYI and City Commission meetings.

#### Vice Chairperson Responsibilities

- a. In the event of the absence, disability, resignation or conflict of interest of the Chairperson, the Vice Chairperson shall exercise all the powers and duties of said Chairperson.
- b. The Vice Chairperson will also help take minutes.

#### Election Procedure

- a. Each January, one Chairperson and one Vice Chairperson will be elected to serve for one year, unless otherwise decided by a majority vote if members determine that it would be beneficial for the group.
- b. Candidates for both positions should have at least one year of experience and should not be seniors.
- c. Advisers will coordinate elections and tally votes.
- d. Chairperson will be voted on first, then Vice Chairperson.  
Candidates will have the opportunity to give a short speech about their qualifications and goals.
- e. Each member will get one vote for each position. The candidate with the most votes will be elected. In the case of a tie, the candidate with the fewest votes will be eliminated and a runoff election between the two candidates with the highest number of votes will occur. In the case of an unbreakable tie between two candidates, the adviser will choose the elected officer.

### **VI. COMMITTEES**

#### Structure

- a. Committees will be utilized when appropriate.
- b. Committees will collaborate at least monthly, either in person or online, to work toward goals and then report back to the full group.

#### Leadership

- a. Each committee shall appoint one Committee Lead, responsible for reporting to the Chairperson and staff, coordinating committee meetings and agendas, and ensuring adherence to goals and timeline.
- b. Other committee leadership positions may be established upon the consensus of the committee.

### **V. MEETINGS & ATTENDANCE**

#### Lunch Meetings

- ~~a. Lunch meetings will be held once a month~~
- ~~b. The goal of lunch meetings is to educate FYI members about issues and initiatives related to their goals; to facilitate discussion with key stakeholders; and to conduct business as necessary.~~
- ~~c. FYI members will select presenters to invite at the beginning of the year~~

#### Regular Sunday Meetings

- a. ~~Regular M~~meetings will be held one Sunday a month at ~~7~~1:00 p.m. unless otherwise specified.
- ~~b. The goal of Sunday meetings is~~

~~e.b.~~ When possible, the committees will be given time to work during the full group meeting.

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#### Committee Meetings

~~e.a.~~ There may be additional committee meetings scheduled as needed. These meetings will be considered optional and attendance is not mandatory but highly encouraged.

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#### Annual Retreat

~~a.~~—An annual retreat will be held in late summer or fall to orientate the new FYI members and advisers.

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### **VII. ROLE OF MENTORS**

#### Advisers

- a. FYI will have between 1-3 adult mentors to guide the collective work.
- b. Mentors will not be voting members of FYI, instead their role is advisory: to facilitate, provide guidance and connections, and assist committees.
- c. Mentors will also assist the officers in choosing next year's student participants.

### **VIII. APPLICATION PROCESS**

#### Application

~~a.~~ An application for FYI will be open from March 1 to April 1 of each year for interested students. ~~process will begin in the spring of each year for interested students.~~

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~~b.~~ The written application will consist of short essay questions and will be scored by the current officers and advisers. They will attempt to be as objective as possible. They will look for these criteria in the applications:

- a. Teamwork
- b. Leadership abilities
- c. Drive/ambition to improve the community
- d. Responsibility
- ~~e.~~ Representation (i.e. from schools or grades that do not currently have representatives)

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~~e.c.~~ All applicants will be notified within two weeks of the application closing of whether they were accepted.

### **IX. CITY COMMISSION MEETINGS**

~~Representatives~~—There will be at least one FYI representative present at each City Commission meeting whenever possible and pertinent to FYI, in order to increase FYI visibility and to provide a youth voice during public forums.

Original bylaws approved May 2013.

Last edit: October 201921

**MEMORANDUM**

**TO: ALL DEPARTMENTS**

**FROM: CATLYN CHRISTIE, PLANNING AND DEVELOPMENT DEPARTMENT**

**DATE: DECEMBER 9, 2021**

**SUBJECT: 2022 FARGO YOUTH INITIATIVE MEETING SCHEDULE**

Listed below are the Fargo Youth Initiative meeting dates for the calendar year 2022.

**2022 Meeting Schedule**

| <b>Fargo Youth Initiative Meetings</b>  |
|---|
| January 9   |
| February 13   |
| March 13  |
| April 10  |
| May 8   |
| June 12   |
| July 10   |
| August 14   |
| September 11  |
| October 9   |
| November 13   |
| December 11   |
| Fargo Youth Initiative meetings will be held the 2nd Sunday of each month at 1:00 p.m. in the Fercho Room at Main Fargo Public Library. |