



WINNETKA NEIGHBORHOOD COUNCIL

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www.winnetkanc.com



President	Vice President	Secretary	Treasurer	Sergeant At Arms
JJ Popowich	Marilyn Robinson	Carole Ozanian	Erick Lace	Dwight Burgess
Board Members				
Armineh Chelebian	Jozef Essavi	Chris Jurgenson	La Rae Littlefield	Rick Montaine
Howard Seflin	Art Sims	Raquel Diaz	Saeid Faal	Katrina Landeta

Minutes of Meeting

RE: Minutes from Meeting June 16th, 2006

TO: Winnetka Neighborhood Council Board Members, Public

FROM: Carole Ozanian, Secretary

1. Call to Order and Board Members Roll Call.
Members Present:

<i>Board Member</i>	<i>Present</i>	<i>Absent</i>	<i>Excused</i>
JJ Popowich	X		
Marilyn Robinson	X		
Erick Lace	X		
Dwight Burgess	X		
Armineh Chelebian	X		
Josef Essavi			X
Chris Jurgenson	X		
Carole Ozanian	X		
La Rae Littlefield		X	
Howard Seflin	X		
Art Sims	X		
Rick Montaine	X		
Raquel Diaz		X	
Saeid Faal			X
Katrina Landeta			X
Totals	10	2	3

2. Explanation of Meeting Rules.
3. Approval of Minutes from last meeting **tabled** until next meeting.
4. **Councilman Zine's representative: Octaviano Rios** announced a new Chief Deputy, Jonathan Bran, has been appointed. At this time there is no District Director.
 - Runnymede Park granted a Sunset closing.
 - Beginning July 3rd, the Abandoned Auto new laws will be enforced.
 - A Day Laborer Center to be set up near the Home Depot on Roscoe near Canoga.
 - *A catering truck ordinance will provide time limits for trucks in neighborhoods
 - 4th of July Celebration at Warner Center includes Concert and Fireworks.

Councilman Smith's representative, John Bwarie, announced that the Councilman has suggested a study to determine if Neighborhood Councils could retain funds from 1 year to the next in order for the Councils to plan and provide large scale more expensive neighborhood projects and improvements.

- Joseph Pina.** LAUSD Outreach. Sutter Middle School and the ES10 Project (building an elementary school at Sutter).

June 28th, 6:30pm at Sutter Middle School is the hearing regarding building an elementary school on the 14 acre site for Sutter Middle School.

Mr. Pina urged the community to provide their input.

Action taken: The Winnetka Neighborhood Council directed the President to write a letter to LAUSD expressing strong concerns about the plans that co-mingle (on the same campus) elementary students with the older middle school students.

- PLUM Committee report:** (Popowich) Condo conversion.

Request Denied for support of a condo conversion at 20211 Sherman Way.

After extensive discussion from developer, Devlyn Investments, Inc. and apartment dwellers. Concern was expressed that tenants may not qualify to purchase a condo and that tenant relocation caused undue hardship. Concern was also expressed concerning the lack of parking spaces in accordance with LA City Code.

Vote to Deny Support: (Popowich-Jurgenson)

NAME	YES	NO	A
Burgess, Dwight	X		
Chelebian, Armineh			X
Diaz, Raquel	X		
Essavi, Jozeff	Absent		
Faal, Saeid	Absent		
Jurgenson, Chris	X		
Lace, Erick	X		
Landeta, Katrina	Absent		
Littlefield, La Rae	Absent		
Montaine, Richard	X		
Ozanian, Carole			X
Popowich, JJ	X		
Robinson, Marilyn	X		
Seflin, Howard	X		
Sims, Art	X		
	9		2

- New Election Date will be one of the following: November 14, 21, or 28th.**

WNC will chose one of 3 dates for annual election: November 14, 21, or 28th depending on availability of Jerry Kusanica and authorizes DONE to confirm the election procedures and bylaw revisions.

(Popowich-Lace)

NAME	YES	NO	A
Burgess, Dwight	X		
Chelebian, Armineh	X		
Diaz, Raquel	X		
Essavi, Jozeff	Absent		
Faal, Saeid	Absent		
Jurgenson, Chris	X		
Lace, Erick	X		
Landeta, Katrina	Absent		
Littlefield, La Rae	Absent		

Montaine, Richard	X
Ozanian, Carole	X
Popowich, JJ	X
Robinson, Marilyn	X
Seflin, Howard	X
Sims, Art	X

11

8. Bylaw Amendment: Election Schedule.

The Winnetka Neighborhood council will conduct annual elections for board members the last quarter of the year. (Vote: Unanimous)

9. Howard Seflin maintains membership in good standing on the board.

(Sims-Lace) Vote: Unanimous.

Emails were read to the board that showed that during a long term absence from the board, Mr. Seflin offered his resignation to President, Mr. Popowich. Due to an absence of definitive criteria in the WNC bylaws regarding attendance at board meetings, Mr. Popowich did not accept the resignation.

10. No presentation by Board Member **La Rae Littlefield** due to her absence.

11. **912 Commission:** JJ Popowich nominated.

Because of his clear cut goals for Neighborhood Councils, the WNC nominates

JJ. Popowich as a candidate for selection on the 912 Commission.

(Ozanian-Montaine)

NAME	YES	NO	A
Burgess, Dwight			X
Chelebian, Armineh	X		
Diaz, Raquel	X		
Essavi, Jozeff	Absent		
Faal, Saeid	Absent		
Jurgenson, Chris	X		
Lace, Erick	X		
Landeta, Katrina	Absent		
Littlefield, La Rae	Absent		
Montaine, Richard	x		
Ozanian, Carole	X		
Popowich, JJ	X		
Robinson, Marilyn		x	
Seflin, Howard			x
Sims, Art	X		
	8	1	2

12. *Finance Committee Report and the Treasurer's Report. (Lace)*

Current balance is \$42,468.09. Refer to website for complete Treasurer's Report.

13. Treasurer, Eric Lace and the Finance committee submitted 2006-2007 budget recommendations to be submitted to DONE.

The Winnetka Neighborhood Council (WNC) accepts the budget recommendations to be submitted to DONE with acknowledgement that it can be changed in the future with the approval of DONE. (Ozanian-Popowich) (Vote: Unanimous. See voting chart below)

For the complete budget recommendations, refer to website:

<http://winnetkanighborhoodcouncil.org/>

The following budget recommendations are included but not limited to the following:

WNC-OE-052206-05: *WNC Outreach & Events Committee requests a total of \$23,900.00 as follows: \$8000.00 for banners, \$3800.00 for web site re-design, \$11.400 for 3 newsletters (one of which must be reserved for an election issue), \$400.00 for our informational hand out, and \$300.00 for printing flyers.” (Robinson-Burgess) (Approved: 5-0)*

WNC-PS-060106-01: *The Public Safety Committee will set aside \$500.00 per quarter to print and distribute flyers to targeted areas that do not have Neighborhood Watch groups and host a formation meeting at a Public Safety Committee meeting every other month. (Popowich-Haberman) (Approved: 4-2)*

WNC-PS-060106-02: *The Public Safety Committee will set aside \$300.00 for printing and distributing flyers for a speaker at every other Public Safety Committee meeting. (Popowich-Schwartz) (Approved: 6-0)*

WNC-PS-060106-03: *The Public Safety Committee will set aside \$1000.00 to sponsor the annual Halloween event at Winnetka Park. (Popowich-Robinson) (Approved: 6-0)*

WNC-PS-060106-04: *The Public Safety Committee will set aside \$250.00 per quarter for a total of \$1000.00 per year to purchase NW signs for the groups that we do form, or to be given to established groups who are active. (Popowich-Montaine) (Approved: 6-0)*

WNC-PS-060106-05: *The Public Safety Committee will set aside \$300.00 annual for hosting and promoting CERT training. (Popowich-Haberman) (Approve: 6-0)*

WNC-PS-060106-06: *The WNC will allocate up to \$300, to purchase a one person emergency kit from Alamar Product for a cost of \$9.00 each, to be provided to Winnetka stakeholders who complete the seven week CERT training program that will be scheduled in 2007. The kits will be distributed only to those who complete the full seven week course. (Burgess-Robinson) (Approved: 6-0)*

WNC-PLUM-06013006: *“Make Winnetka Sparkle” program.*

*The WNC allocates **\$2,240** per year dispersed **quarterly** as follows:*

\$400 per quarter for mailing costs

\$135 per quarter for printing costs

\$20 for quarter for envelopes

BUDGET VOTE

NAME	YES	NO	A
Burgess, Dwight	X		
Chelebian, Armineh	X		
Diaz, Raquel	X		
Essavi, Jozeff	Absent		
Faal, Saeid	Absent		
Jurgenson, Chris	X		
Lace, Erick	X		
Landeta, Katrina	Absent		
Littlefield, La Rae	Absent		
Montaine, Richard	X		
Ozanian, Carole	X		
Popowich, JJ	X		
Robinson, Marilyn	X		
Seflin, Howard	X		
Sims, Art	X		

14. *WNC-OR-06013006. The WNC will pay \$125 to Reseda Neighborhood Council in repayment for shared water expenses at the June Recreation & Parks Salute to Recreation. (Jurgenson-Montaine) Vote: Unanimous.*

15. **Outreach & Events Committee Report:** (Robinson)

Discussion and possible action to approve the following OUTREACH EVENTS motions:
WNC-OE-052206-01: The WNC will allocate \$1000.00 to the Walk of Hearts Foundation (Burgess-Sims)

Instead of the motion to pass, the following motion was put forth:

WNC-061306-08: The WNC rejects WNC-OE-52206-01 (Request for Walk Of Hearts Foundation funds) (Popowich-Montaine recused)

NAME	YES	NO	A
Burgess, Dwight	x		
Chelebian, Armineh	x		
Diaz, Raquel	x		
Essavi, Jozeff	Absent		
Faal, Saeid	Absent		
Jurgenson, Chris	x		
Lace, Erick	Absent		
Landeta, Katrina	Absent		
Littlefield, La Rae	Absent		
Montaine, Richard			x
Ozanian, Carole			x
Popowich, JJ	<i>recused</i>		
Robinson, Marilyn	x		
Seflin, Howard	x		
Sims, Art	x		

16. WNC-OE-052206-02: The WNC will allocate \$2700.00 from our General Fund to purchase a freezer for the Winnetka Child Care Center with a plaque indicating that the Winnetka Neighborhood Council has provided the freezer. Howard Seflin will donate the plaque. (Jurgenson-Ozanian) (Approved: Unanimously)

17. WNC-OE-052206-03: The WNC Outreach & Events Committee recommends that we will allocate up to \$4000.00 to purchase 40 banners to be placed along Winnetka Avenue between Victory Blvd. and Roscoe Blvd. The banner will be alternated (20 each) between the flag & eagle and flag and Statue of Liberty banner. The Outreach & Events Committee recommends the banners state on the top of all banners “Welcome to Winnetka”, with the art work in the middle, and the bottom will say “Land of the Free” on the flag / eagle and “The Most Diversified Community in LA” on the Statue of Liberty. (Popowich-Seflin) (Approved: Unanimously)

18. **PUBLIC SAFETY COMMITTEE REPORT and Requests for funds.**

Following motions are from the existing funding and not from the 2006-2007 budget allocation):

WNC-PS-051806-04: The WNC will allocate up to \$300, to purchase a one person emergency kit from Alamar Product for a cost of \$9.00 each, to be provided to Winnetka stakeholders who complete the seven week CERT training program starting on August 22, 2006. The kits will be presented at a special meeting to those who complete the full seven week course. (Popowich-Diaz)
(Approved: Unanimously)

WNC-PS-051806-06: The WNC will purchase **5 Emergency kits** from Alamar Products (Kit #4) , at \$36.00 a piece (for a total of \$180.00) to be given as door prizes to attendees at the August 1st, National Night Out at Wilbur Park with the provision the WNC is allowed to announce that they sponsored the drawing, are focusing on Emergency Preparedness education, and that we are promoting the CERT training. (Montaine-Burgess)
(Approved: 6-0)

WNC-PS-051806A-06: The WNC will promote their August 22 CERT TRAINING at the August 1st National Night Out at Wilbur Park with fliers and pens. The fliers will be designed by Chris Jurgenson. Pens are already purchased. Total cost of fliers not to exceed \$300.
(Ozarian-Diaz) Vote: Unanimous

No Discussion or Action Taken on the Following:

WNC-PS-051806-03: The WNC will allocate \$1200.00 for a pilot Emergency Preparedness program to be presented to local elementary and middle school. The pilot program will targeted for Winnetka Elementary providing we get approval. The funds will purchase an emergency preparedness kit for the children in the schools (a cost of \$2.00 per kit, and branded with the WNC logo), along with a flyer developed by the WNC. The WNC will work with the LAPD and the LAFD to arrange for a presentation at the school. The presentation will consist of tips and a plea for children to go to home and educate their parents. Should this program work the WNC will expand it to the remaining schools. (Popowich-Haberman) (Approved: 6-0)

Janette Flintoft, LA City Attorney presented to the WNC the Child Sexual Abuse Educational Program for Parents “NO SECRETS.”

*The program has been presented at pre-schools and private schools in the area.
To continue and expand the 2 year program, she requested funds and equipment.*

The following 2 motions are for the “NO SECRETS” program.

WNC-PS-051806-01: The WNC will allocate \$600.00 for up to six presentations to be held within Winnetka. The funds will cover the cost of \$100.00 for each presentation. The WNC will work with our partner NC's Reseda and Canoga Park and in conjunction with the City Attorney's Office and the LAPD to promote the presentations. (Popowich-Sefflin) Vote: Unanimous

WNC-PS-051806-02: The WNC will allocate \$1000.00 for a Microsoft Power Point (projector) kit which will be installed by the City Attorney on a dedicated lap top to be used for the “No Secrets” presentations with the stipulation that the Power Point include the announcement that the Power Point kit was provided by the Winnetka Neighborhood Council (Popowich-Diaz) (Vote: Unanimous)

No Discussion or Action Taken on the Following:

WNC-PS-051806-04: The PS Committee recommends that the Outreach & Events Committee agree to attend this event and promote the WNC since it is a Valley wide event and some Winnetkans may attend. (Popowich-Burgess)

19. Public Works & Transportation Committee Report (Chelebian)

The committee will have business to present at the next meeting.

20. Rules, Elections, and By-Laws Committee Report (Lace)

The rules committee has been working on the election process and will now turn their attention back to revising the bylaws.

21. Los Angeles Neighborhood Council Congress (Ozarian)

The Congress has expressed great frustration and concern that over 30 Neighborhood Councils have had their elections postponed due to actions or inaction by DONE.

The Congress has an active role in the June 17th DONE Conference at the LA Convention Center. Board members and stakeholders are urged to attend.

22. Board Business –

A. Comments on Board Member’s own activities/ Brief announcements

Carole Ozanian, Secretary, announced she would be on vacation and requested a volunteer to prepare the agenda and take minutes for the July meeting. No one volunteered.

B. Introduction of any new issues for consideration by the Board at its next meeting/request that the item be placed on the next meeting’s agenda.

1. Status of shirts for the board to wear at public events.
2. Status of business cards.
3. General Discussion of “Branding” our Winnetka name and also recognition for good works performed.
4. Review items on these minutes that were not discussed to determine inclusion of next agenda.
5. Status of lighting on meridians.

23. Future Agenda Items and other Calendar Events

Next Regular Meeting: July 11th.

(All meetings held at 20830 Sherman Way Winnetka, CA 91306, unless otherwise noted):

- ❑ June 17th. Congress of Neighborhoods. 8:00am LA Convention Center.
- ❑ June 28th. Sutter Middle School. 6:30pm..Meeting to discuss elementary school on same campus as Sutter Middle School.
- ❑ August 1st. National Night Out. Wilbur Park. 5pm-8pm. Hand out fliers.
- ❑ August 22nd. 7 week CERT (emergency training) for Stakeholders

24. Adjournment: 9:30pm

PROCESS FOR RECONSIDERATION

The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action.

If the motion to reconsider an action is to be scheduled at the meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a {Proposed} Action should the motion to reconsider be approved. A Board member who has previously voted on the prevailing side of the original action taken can only make a motion for reconsideration.

If a motion for reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

PROCESS FOR FILING A GRIEVANCE

Any grievance by a Stakeholder must be submitted in writing to the Secretary of the Board of Directors. The Secretary shall then within no more than 30 days refer the matter to an ad hoc grievance panel comprised of 3 Stakeholders who are randomly selected by the Council secretary from a list of Stakeholders who have previously expressed an interest in serving from time-time on such a grievance panel. The Secretary will coordinate a time and a place, not to exceed 10 days for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved.

Thereafter, a panel member shall promptly prepare a written report to be forwarded by the Secretary to the Board to be heard at the next board meeting outlining the panels’ collective recommendations for resolving the grievance. The Board of Directors may receive a copy of the panel’s report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at the Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with the Board Rules or these Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, and/or State and federal law.

In the event that a grievance cannot be resolved through this grievance process, the complainant has the right to appeal the matter to the Department of Neighborhood Empowerment for consideration or dispute resolution.