

CITY OF LOS ANGELES
CALIFORNIA

Ad Hoc Election Preparation
Committee

CHAIR VICE CHAIR
Eric Lace Dwight Burgess

MEMBERS

Marilyn Robinson
Nalini Raja
JJ Popowich



WINNETKA
NEIGHBORHOOD
COUNCIL

Mailing Address:
Winnetka Neighborhood Council
PO Box 3692
Winnetka, CA 91396

TELEPHONE: 818-648-6219
FAX: 818-781-0929

www.winnetkanc.com

WINNETKA NEIGHBORHOOD COUNCIL

AD HOC ELECTION PREPARATION COMMITTEE SPECIAL MEETING AGENDA

Wednesday, April 20, 2005 – 6:30 PM
Valley Village
20830 Sherman Way, Winnetka, CA 91306

From: JJ Popowich
To: WNC Board Members, Public
Re: WNC Ad Hoc Election Preparation Committee Meeting Minutes for 4/20/05

1. **Call to Order and Committee Members Roll Call.**
2. **Discussion and possible action on choosing a Chair, Vice Chair, and Secretary for this Committee.**
 - 2.1.1. Mr. Burgess made a motion to elect Eric Lace as Chair of this committee.
 - 2.1.2. Mr. Popowich seconded the motion.
 - 2.1.2.1. Motion passed 4 – 0.
 - 2.1.3. Ms. Robinson nominated Mr. Burgess as Vice Chair
 - 2.1.3.1. Mr. Lace seconded.
 - 2.1.4. Mr. Lace nominated Mr. Popowich for Secretary
 - 2.1.4.1. Ms. Robinson seconded Secretary.
 - 2.1.4.2. No objections.
3. **Discussion and possible action on next steps for preparing for our 2005 elections. This will include setting a regular committee meeting date and time, preparing a list of next step items, and determining what info we will need to proceed.**
 - 3.1. Mr. Popowich recommended that we decide what we need and then meet back here next week and make a decision.
 - 3.2. Mr. Lace reviewed the items and asked if we have to do the forums.
 - 3.3. Mr. Popowich said that we probably should do another forum at least
 - 3.4. Mr. Lace stated that he felt we've done that enough.
 - 3.5. MR agreed and asked if we need to do a newsletter.
 - 3.6. ML said that he feels we absolutely have to do a newsletter as that's the best way to get the word out and we have to do that.
 - 3.7. Need forum. Need exposure. Very well published. DONE requires it. This will be a whole new audience as we may not have the same people come out because they may have lost interest. So this may be a problem.

- 3.8. Mr. Burgess commented that he really didn't want to.
- 3.9. Mr. Lace asked Mr. Cubillas if he wanted to have another one since he was here tonight.
- 3.10. Mr. Cubillas said that he only attended one because there wasn't very many people.
- 3.11. Pointed out that different people. Hard to get them out. Commented that each time we sent out a new newsletter we get different people. Perhaps we even want to do an ad in the Daily News instead of just doing the newsletter.
- 3.12. Mr. Lace asked if we have money to spend for this?
- 3.13. Ms. Robinson commented that there was a goal by the Election Committee not to spend a lot of money.
- 3.14. Mr. Lace said that an ad may be the way to go in conjunction with the newsletter.
- 3.15. Discussion on the costs of ads.
- 3.16. Mr. Lace commented that we can go through a column.
- 3.17. Mr. Popowich said that the we have to be careful of what we do and how we say it. We need to have a careful message that is positive but informative. Plus if we go that route there may be some resistance to this from some members. We are going to have some difficulty with the newsletter.
- 3.18. Mr. Lace will call and find out the cost of a 4 – 6 ad.
- 3.19. Ms. Robinson asked if we decided on the forum.
- 3.20. Mr. Lace said he would have it in that ad.
- 3.21. Mr. Popowich commented that we can only discuss what information we need and then we can meet next week to set a motion.
- 3.22. Mr. Lace said that he agrees we should go through this and determine what information we have.
- 3.23. There was a discussion regarding what can and can not be changed. The Committee reviewed the letter and the Election Procedures and determined what could be changed and what information would be needed to make a decision. The following items were assigned or were volunteered to be followed up on:
- Ms. Robinson will contact Matthew Fitzgerald and follow up on the following questions:
- Do we need to candidate forums and if so how many? (Three were outlined in the procedures).
- If we have the candidate forums can we change the facilitator?
- Are we required to allow write in candidates?
- Mr. Lace will follow up with the cost of a Daily News ad in order to do outreach.
- Mr. Popowich will get a quote for a new newsletter. He said he has a new vendor that he will work with to see if the cost can be reduced. Mr. Popowich also said he had followed up with the League of Women Voters to find out the information on their services. He said that the League of Women Voters are paid for by the City and would not cost us for their services. He said that the only issue is time as he is all booked through May and June. He said some possible dates are: 7/14, 7/21, 7/28, 8/4, 8/11, and 8/18 as possible dates.
- 3.24. Mr. Lace said that he would like to see the elections held as soon as possible. We need to work back from there. We need a target date.
- 3.25. Ms. Robinson said that Canoga Park Bowl is a great place to do it.
- 3.25.1. Mr. Popowich is said that he's concerned about the construction there. If it is backed up then it could be a problem and we'd have no place to go.

3.25.2. Mr. Burgess said that we can do it at St. Joseph's.

3.25.3. Ms. Robinson said that Sutter is available.

3.25.4. Mr. Cubillas commented that St. Joseph's may be a problem with the time as the parents pick it up. He commented that it should not be changed as most everyone knows where it's at.

3.25.5. Mr. Popowich said that we could rent a large tent in the case that the construction becomes a problem.

3.25.6. Ms. Robinson said that is her preference. She said it's well known and we really should do it there. She also suggested we may be able to get a sign on the fence.

3.25.7. Mr. Lace asked Ms. Robinson to follow up with Canoga Park Bowl to find out if we can do it, and if we have to can we set up a tent in case construction is done.

3.25.8. Mr. Popowich commented that we can use Winnetka Park Community Center if we have to.

3.25.9. There was a discussion on possible costs at Sutter and Winnetka Park and maybe even St. Josephs.

3.25.10. Mr. Lace asked if we were ruling out Sutter.

3.25.11. Mr. Popowich said that we shouldn't rule out anything until we have costs.

3.26. Mr. Lace agreed. He said that we should ask about the July 14th.

3.26.1. Mr. Popowich commented that it's best to check about various dates in July at least because there is no guarantee they will be available with the League of Women Voters.

3.27. Mr. Popowich asked who would inquire about a cost of a tent.

3.27.1. Ms. Robinson will follow up on a tent in case we need it. She asked about a size we may need.

3.28. It was generally determined that a 40 x 40 tent would be good enough.

4. Future Agenda Items and other Calendar Events

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

- ❑ April 27, 2005: Public Works & Transportation Committee: 6:30 PM
- ❑ May 3, 2005: Outreach & Events Committee: 6:30 PM
- ❑ May 4, 2005: PLUM Committee: 6:30 PM
- ❑ May 10, 2005: Regular WNC Board Meeting : 6:30 PM

5. Adjournment