

WINNETKA NEIGHBORHOOD COUNCIL

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Chair
T. Alan Schweizer

Vice Chair
Tess Reyes Dunn

Committee Members

Mary Ann Smiley Annie Palai



WINNETKA NEIGHBORHOOD COUNCIL YOUTH COMMITTEE MEETING MINUTES

Tues Mar 4, 2008– 6:30 PM

Valley Village

20830 Sherman Way, Winnetka, CA 91306

The Winnetka Neighborhood Council holds its regular meetings on the second Tuesday of every month and may also call any additional required special meetings in accordance with its Bylaws and the Brown Act. The agenda for the regular and special meetings is posted for public review at **Limerick Avenue Elementary School**, 8530 Limerick Ave., Winnetka, 91306; **Fulton Cleaners**, 20109 Roscoe Street, Winnetka, 91306; **Express Pack & Ship**, 7657 Winnetka Ave., Winnetka, 91306; **Canoga Park Bowl**, 20122 Vanowen St., Winnetka, 91306 (near Bar & ATM Machine); **Albertson's Food and Drug Store**, 7224 Mason Ave.

1. **Call to Order and Committee Members Roll Call.** Present were Alan Schweizer, Chair, Tess Reyes-Dunn, Vice Chair, Mary Ann Smiley, and Annie Palai.
2. **Explanation of Meeting Rules.** Meeting rules were explained as per the WNC Code of Civility.
3. **Public Comments –** Comments from the public on non-agenda items within the Board's subject matter jurisdiction. The public is requested to fill out a "Speaker Card" to address the Board on any agenda item before the Board takes an action. The Speaker Card is requested so that the Speaker's names are complete and correct in the meeting Minutes. No public members of the public were present to discuss items.
4. **Discussion and possible action** Discussion of mission statement for Youth Committee (to be submitted for approval by the Board on March 12). Several mission statements were discussed. A mission statement was unanimously agreed upon and will be submitted to the Board for final approval.
5. **Discussion and possible action** Discussion of scope of purpose and proposed activities of the committee (to be submitted for approval by the Board on March 12). The scope and purpose of the youth committee was discussed, and it was unanimously agreed that the scope of the committee should pertain to youth of all ages in the area. It was unanimously agreed that the purpose of the committee is to support local programs that work with youth, educate the public about local youth issues, and provide ongoing public awareness of local events and resources for youth within the area. The committee voted unanimously to undertake a Youth Expo, to be held in September 2008, (to be submitted to the Board on March 12 for approval.)

6. **Discussion and possible action** Discussion of committee members and naming possible appointments of those persons desiring membership on the youth committee (to be submitted for Approval by the Board on March 12.) A Brief statement of intent from persons desiring membership on the Youth committee will be heard (5 min statement each) Mary Ann Smiley and Annie Palai expressed interest and stated commitment to youth issues in Winnetka and were unanimously appointed to the committee. It was discussed that members of the public that have expressed concerns and interest should be actively encouraged to serve on the Youth Committee as well.

7. **Committee Business –**

- A. **Comments on Committee Member’s own activities/ Brief announcements.**
- B. **Brief response to statements made or questions posed by persons exercising their general public comment rights.**
- C. **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.**
- D. **Requests for Committee Members to research issues and report back to the Board at a future time.**

8. **Adjournment**

The public is requested to fill out a “**Speaker Card**” to address the Board on any agenda item before the Board takes an action. Public comment is limited to 3 minutes per speaker, but the Board has the discretion to modify the amount of time for any speaker. Before a vote on each item any member of the public who has not filled out a “**Speaker Card**” will be accorded 1 minute to make a statement. This period will not last longer than 5 minutes total.

The public may comment on a specific item listed on this agenda when the Board considers that item. When the Board considers the agenda item entitled “Public Comments,” the public has the right to comment on any matter that is within the Board’s jurisdiction. In addition, the members of the public may request and receive copies without undue delay of any documents that are distributed to the Board, unless there is a specific exemption under the Public Records Act that prevents the disclosure of the record. (Govt. Code § 54957.5)

The Winnetka Neighborhood Council complies with Title II of the Americans with Disabilities Act and does not discriminate on the basis of any disability. Upon request, the Winnetka Neighborhood Council will provide reasonable accommodations to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure the availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Secretary at (818) 648-6219, or please send an e-mail that states the accommodations that you are requesting to jedi_yoda@msn.com.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 Dias de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA AYUDA CON ESTA AGENDA, POR FAVOR LLAME A NUESTRA OFICINA AL (818) 648-6219.

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.