



WINNETKA NEIGHBORHOOD COUNCIL

PO Box 3692, Winnetka, CA 91306

(818) 676-9766

www.winnetkanc.com

Chair

T. Alan Schweizer

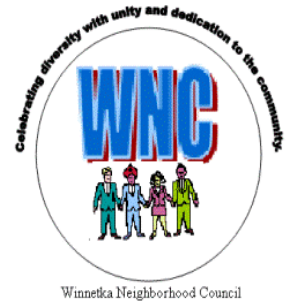
Vice Chair

Tess Reyes Dunn

Committee Members

Mary Ann Smiley

Annie Palai



WINNETKA NEIGHBORHOOD COUNCIL YOUTH COMMITTEE MEETING MINUTES

Tues December 2, 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 are Alan Schweizer, Annie Palai. Excused are MaryAnn Smiley, and Tess Reyes Dunn. Also present are treasurer Eric Lace, Winnetka Elementary School representatives Jackie Adelman and Pam Duron. A quorum is present for voting.
2. **Explanation of Meeting Rules.**
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.
4. **Approval of October 2008 meeting minutes.** Minutes presented and approved.
5. **Discussion and possible action** The Committee will consider the Winnetka Elementary School request for grant assistance for school beautification. A representative from the school will be present to present information about the agency and their specific request. (10 min). Principal Adelman spoke about beautification thus far and further plans for a literacy garden on the northwest side of the school. Principal Adelman has asked for support in the form of tables for the school. Metal tables with benches attached have been proposed to be a part of the literacy garden.

Alan Schweizer motioned for up to \$2500.00 for the Winnetka Literacy Garden. Annie Plai seconded motion. Motioned approved 2-0 to be added to Dec 9 agenda for full board vote.

6. **Discussion and possible action** The Committee will consider the Limerick Elementary School request for grant assistance for school beautification and mural. A representative from the school will be present to present information about the agency and their specific request. (10 min) Eric Lace presented information on Limerick Elementary needs. School is need of assistance to publish their newsletter. Alan Schweizer motion for up to \$200.00 to sponsor last 7 months left in this fiscal year. Annie Palai seconded motion, motion passed 2-0 to be added to Dec 9 agenda for full board vote. School requested 500.00 for tools for beautification. Alan Schweizer motioned for support up to \$500.00 for tools, Annie Palai declined motion, motion not approved, 1-1. School also requested money for beautification \$2500.00 for supplies for murals at the school. Alan Schweizer motioned to provide up to \$2500.00 for supplies, Annie Palai seconded motion, motion approved 2-0 to be added to Dec 9 agenda for full board vote.
7. **Discussion and possible action** The Committee will consider purchase for dictionaries for local elementary schools (10 min) Eric Lace presented information on dictionaries. Alan Schweizer motioned to provide up to \$1000.00 for purchase of individual dictionaries, Annie Palai seconded motion, motion approved 2-0 to be added to Dec 9 agenda for full board vote.
8. **Discussion and possible action** Discussion of Youth Expo debriefing, follow up of organizations and preliminary planning for next year. (10 min). Receipts from Maryann Smiley, Heather Detweiler, Pam Duron, and Alan Schweizer were submitted to treasurer Eric Lace for payment. Payments shall be resolved in the order of Heather Detweiler, Pam Duron, Maryann Smiley, and Alan Schweizer as funds are available.
9. **Discussion and possible action** Discussion of Faith for Generations Event and update by Tara Walker (10 min). Tara Walker not present, deferred.
10. **Discussion and possible action** Discussion of possible involvement in holiday events or suggestions for 2008 (10 min). For graduation provide incentives for students for perfect school attendance, academics, civics, sportsmanship. Teachers will choose. For the holidays, supporting local food pantries through food and gift donations, support for Boy/Girl Scouts.
11. **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.**

12. 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.