



WINNETKA NEIGHBORHOOD COUNCIL

20830 Sherman Way, Winnetka, CA 91306

winnetkanc.com



President	Vice-President	Secretary	Treasurer	Parliamentarian
Eric Lewis	Erick Lace	Greg Sullivan	JJ Popowich	Marilyn Robinson
Board Members				
Tess Reyes-Dunn	William Hilliard	David Uebersax	Mary Ellen Moreno	Bettie Ross-Blumer
Trevor Owen	Sarah Andrade	Victor Lerma	Tom Sattler	Madison Lamoreaux (Youth Rep)

SPECIAL BOARD MEETING MINUTES

Tuesday, July 23, 2013, 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 a regular or special meeting is posted for public review within Winnetka, 91306, at the following locations: **Canoga Park Bowl**, 20122 Vanowen St., **Express Pack & Ship**, 7657 Winnetka Ave., **Fulton Cleaners**, 20109 Roscoe Blvd., **Limerick Avenue Elementary School**, 8530 Limerick Ave., **Winnetka Recreation Center**, 8401 Winnetka Ave.

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 not specifically listed on this agenda yet is within the Board's 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 ensures that each speaker's name is complete and correct in the meeting's Minutes. 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 Board vote on any 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 last no longer than 5 minutes total.

1. Convene Meeting, Board Member Roll-Call [1 min]

Board Member Name	Jan-8	Feb-12	Mar-12	Apr-9	May-14	Jun-11	Jul-9	July 23 Spl Mtg	Aug-13	Sep-10	Oct-8	Nov-12	Dec-10
Eric Lewis	x	x	xL	x	x	x	x	X					
Erick Lace	x	x	x	x	x	x	x	X					
Greg Sullivan	x	x	x	x	x	x	x	X					
JJ Popowich	xL	x	x	x	AE	x	x	x					
Marilyn Robinson	x	x	x	X	x	x	x	X					
Tess Reyes-Dunn	AE	AE	x	AE	x	AE	x	XL					
William "Lance" Hilliard	x	x	xLE 930back?	AE	x	xLE	A	A					
Bettie Ross-Blumer	x	x	x	x	x	x	x	A					
David Uebersax	x	x	x	x	x	x	X	A					
Sarah Andrade	x	x	AE	x	AE	x	x	A					
MaryEllen Moreno	x	x	x	x	x	x	x	x					
Tom Sattler	/	/	/	/	/	x	x L9:15	x					
Trevor Owen	x	AE	x	x	x	AE	x	A					
Victor Lerma	x	x	x	x	A	x	x	x					
Madison Lamoreaux, student	AE	x	x	x	x	x	A	x					
Total	13	13	14	13	11	14	13	8					

2. Explanation of Meeting Rules [1 min]
NOTE NUMBER OF GUESTS PRESENT IN FUTURE WITH ATTENDANCE. One stake holder present tonight.
3. **Public Comments:** Comments from the public on any items not specifically listed on this agenda. Board Members may not address or discuss these comments other than to direct any necessary matters to the appropriate WNC committee or other government agency. [2 min/16 min total]

OFFICER'S REPORTS

Discussion and board action is possible on the following officer's reports. [2 min if needed]

4. **President's Report** (Lewis) got name badges approved.
5. **Vice-President's Report** (Lace) Shirts will be here at regular meeting in August. Trainings will have more in person training in the valley in Fall. Erick will get estimates for the shadow box wood and invoice.
6. **Secretary's Report** (Sullivan/Ross-Blumer)
7. **Treasurer's Report** (Popowich/Uebersax)
8. Update, discussion, possible action regarding WNC finances. (Popowich)
9. **Parliamentarian's Report** (Robinson/Andrade)

REGULAR COMMITTEE REPORTS & AGENDA ITEMS

Discussion and board action is possible on the following committee reports. [2 min each]

10. **Outreach & Public Relations Committee Report** (Robinson)
 - Banners, Newsletter reinvented picture? JJ does not have the old file picture. JJ will ask Wendy for an estimate to make a new file and photo for the newsletter.
Vinyl and ink; Karen needs someone to bring a photo of the banner to her for the purpose of making a new ones. Can make 6 or ten banners. Erick will get Karen what she needs.
11. **Planning & Land Use Management Committee Report** (Popowich)
12. **Public Safety Committee Report** (Lerma) met at VV in new location. JJ asks about the TarzanaNC and whether the planning was all done for the safety fair.
13. **Public Works & Transportation Committee Report** (Uebersax)
14. **Youth Advocacy Committee Report** (Lace) They will meet and find out how many dictionaries we need. Tamar galarzin; they are rolling out the Ipads slowly to higher grade. Dictionaries will still be needed.

ADDITIONAL AGENDA ITEMS

15. Discussion and possible action to complete a Strategic Plan for submission to DONE. This is a requirement for funding. "The BIG Vision, The BIG Goals, The BIG Solutions, The BIG Budget, The BIG Score, The BIG Reminder" (Popowich) [30 min.] Eric's analysis feels that our budget sets out our. safety fair, Halloween. Erick feels youth public safety outreach. JJ notes we need to describe specific goal that we want to reach. Education, safety, outreach information, involve the committees as our paragraph.
WNC wants to make it a pleasure to live in Winnetka. Improving safety, education, urban environment community participation. JJ has a good basic letter and wants to hold the city council accountable to our local interests. JJ feels that the vision needs to be supported by goals to achieve. Mary Ellen notes that things in our budget tie into our vision. JJ has a letter which is well written to include herein. Large budget items needs a goal listing such as the newsletter Mary Ellen notes; increase printed and digital presence. Tess asks about the news letter and whether stakeholders can get their email address to us. JJ reads the goals. Partner area NC; Events such as Halloween, safety fair, clean up. Measureable, achievable "SMART". Erick suggests we note more partnering to produce events. With NC's LAPD, etc. The NW will have local night out with local homes. Helping those less fortunate.

VV is like out government center, greg notes, plus junior blind and the senior center. Marilyn mentioned the other organizations that help people. NPG. Holding the City accountable for maintaining the infrastructure and improving the aesthetics of our community.

Obstacles will be adjusting to new budget and budget controls. What will be our challenges. The problem is getting the stakeholders involved. Events and making comm. Committee responsible for events will create an itemized budget and create an action plan and engage their council and follow through with the itemized budget item and action plan. Increase outreach, We've done the newsletters and found Mary Ellen notes poor stakeholder attendance. The big solution is greater newsletter use, constant contact, patch, twitter and facebook page develop social media. Lack of stakeholder awareness of new development. Develop early city notifications monitor city events, plum committee. Create a meeting environment which attracts and encourages interaction with. Problem with city accountability monitor; providing the correct resource. Quantitative scoring of results. Eric suggest a comment where bring in news letter and get a free WNC flashlight. WNC will report on monthly visits to website counter, attendance at meeting. Greg moves to adopt vision as compiled by JJ. Greg will send Strategic Plan file from JJ when minutes are sent out. Erick seconds.

WNC-2013-072313-02

	Yes	no	abstain	absent
Eric Lewis	x			
Erick Lace	x			
Greg Sullivan	x			
JJ Popowich	x			
Marilyn Robinson	x			
Tess Reyes-Dunn	x			
William Hilliard				x
Bettie Ross-Blumer				x
David Uebersax				x
Sarah Andrade				x
Mary Ellen Moreno	x			
Trevor Owen				x
Victor Lerma	x			
Tom Sattler	x			
Madison Lamoreaux	x			
Total	10			

- 16. Discussion and possible action regarding the WNC proposed budget for 2013-2014. (Lewis) [2 min.] nothing
- 17. Discussion and possible action regarding the WNC budget submission to DONE. (Lewis) [2 min.] nothing
- 18. Discussion and possible action to reaffirm for the sake of all newly elected city officials, including Mayor Garcetti and City Councilman Blumenfield, the opinion of the WNC that Grayce Liu should be the General Manager of DONE. (Lewis) [2 min.] Erick moves to send a letter ME seconds **WNC-2013-072313-01** approved unanimously.

19. Discussion of new WNC name-badge art-proofs, including checking spelling, etc. (Lewis) [2 min.] Done. Put Tess and Bill on agenda to discuss attendance and excused or not.
20. Preliminary discussions about the recent presentation to the WNC of \$50k worth of street-services funding by former Councilman Dennis Zine to be utilized within Winnetka. (Lewis) [6 min.] Board thing adhoc committee? Tabled
21. Good of the Order [1 min]Madison mentioned the Canoga Park Elks Lodge lobster fest August 17th at 6:30 order lobsters early. Sell LED ice cubes. \$27 lobster 21 for steak. Lots of fun, join the Elks. Homemade salsa and homemade chips. Boston crème pie.
22. Future Agenda Items & other Calendar Events: [1 min]
23. Adjournment Time: _____8:42_____PM

Members of the public may request and receive, without undue delay, copies 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 818-718-0629, or please send an e-mail that states the accommodations that you are requesting to gsullivan@winnetkanc.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 (310) 562-3268.

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 to 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 panel's 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's Rules or Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, state law, and/or 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.