



WINNETKA NEIGHBORHOOD COUNCIL

20830 Sherman Way, Winnetka, CA 91306

winnetkanc.com



President	Vice-President	Secretary	Treasurer	Parliamentarian
Eric Lewis	Erick Lace	Mary Ellen Moreno	JJ Popowich	Trevor Owen
Board Members				
Steven Fuhrman	Victor Lerma	Kathleen Pelaez	Tess Reyes-Dunn	Marilyn Robinson
Bettie Ross-Blumer	Tom Sattler	David Uebersax	vacant	Madison Lamoreaux (Youth Rep)

SPECIAL GENERAL MEETING MINUTES

Tuesday, April 29, 2014, 7:00 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., **Gil's Barber Shop**, 20433 Sherman Way, **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. Meet & Greet. [1 min] # of Guests 1

2. Convene Meeting, Board Member Roll-Call [2 min]

Board Member Name	Jan-14	Feb-11	Mar-11	Apr-8	April-29	May-13	Jun-10	Jul-8	Aug-12	Sep-9	Oct-7	Nov-11	Dec-9
Marilyn Robinson	A	X	x	X	X								
Erick Lace	X	X	x	X	X								
Eric Lewis	x	X	X	X	X								
JJ Popowich	x	ae	x	X	X								
Tess Reyes-Dunn	X	X	x	X	A								
William "Lance" Hilliard	X	X	xLE8:30	x	/	/	/	/	/	/	/	/	/
Kathleen Pelaez	/	/	/	/	X								
David Uebersax	x	X	x	x	X								
MaryEllen Moreno	X	Ae	x	x	X								
Bettie Ross-Blumer	AE	X	x	AE	X								
Trevor Owen	X	X	x	x	X								
Greg Sullivan	X	X	x	x	/	/	/	/	/	/	/	/	/
Steven Fuhrman	X	X	x	x	X								
Victor Lerma	X	X	AE	xLE	X								
Tom Sattler	AE	X	x	x	AE								
Madison	X	X	x	x	X								

3. Need to include flyers for every event that has a financial backing. (Eric will try to look in his email to retrieve the flyers from past events. Currently, we don't have copies. No flyers were done for Kid's March)
4. No proof that Purchase Card statements were approved by the board. (At that time, we were not doing motions. We can do one tonight to clear that issue up.)
5. Bank statements from the WNC were not submitted. (JJ now has a website to access these bank statements. There are statements only for the months when there is bank activity. JJ pulled up the statements online for the board to vote on tonight, August 2012, September 2012.)

Erick Lace makes a motion that the WNC 2014-042914-02 has reviewed and approved the audit response for the PC reconciliation for the period of July – Sept 2012. Trevor seconded it. Approved.

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison	x					
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ	x					
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	12				2	

We will inquire to DONE if we can do powerpoint presentations in lieu of printing so many treasurer reports at future meetings.

Quarter Two (Oct. Nov. Dec. 2012)

1. Minutes and agendas not provided. (Same response as quarter 1)
2. Purchase card purchases not approved by board. (Same response)
3. Bank statements not furnished (Same response)
4. Missing flyers from events. Safety Fair, Elections (Same response)

Erick Lace makes a motion that the WNC 2014-042914-03 has reviewed and approved the audit response for the PC reconciliation for the period of Oct-Dec 2012. Trevor seconded it. Approved.

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison	x					
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ	x					
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	12				2	

Quarter Three (Jan Feb March 2013)

1. Minutes and agendas (same response)
2. No proof that purchase card purchases were approved by the board. (same)
3. No signature on the second page of the reconciliation page. (It has been our custom until recently to only sign the first page of the reconciliation page. We have signed the attached forms to comply with the audit.) JJ showed the bank statements to the board for the vote of approval.

Erick Lace makes a motion that the WNC 2014-042914-04 has reviewed and approved the audit response for the PC reconciliation for the period of Jan-March 2013. Trevor seconded it. Approved.

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison	x					
Lerma, Victor	x					

Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ	x					
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	12				2	

Quarter Four (April May June 2013)

1. Minutes and agendas missing (same)
2. DONE found minutes they were missing (commentary)
3. Discrepancy in report submitted without receipt (JJ will provide)
4. Excerpts from minutes showed acceptance and approval of various expenses. (acknowledgement)
5. Items that were not provided with minutes. (We pass annual budgets to pre approve items for year. We have numbers that correspond to meeting minutes. JJ will provide copies of minutes.)
6. Advance pay for storage unit is not allowed. (Not really an advance payment because we purchased the storage unit for the entire year. We have converted to month to month payments going forward to comply with audit findings.)
7. No proof of PC statements approved by the board. (We will go through statements tonight to approve)
8. No bank statements. (JJ showed bank statements to board for approval tonight)
9. Missing print materials/flyers for various events. (We will provide print materials for the events that we have. Going forward we will provide flyers to future events.)

Erick Lace makes a motion that the WNC 2014-042914-05 has reviewed and approved the audit response for the PC reconciliation for the period of April- June 2013. Trevor seconded it. Approved.

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison	x					
Lerma, Victor	x					
Lewis, Eric	x					

Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ	x					
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	12				2	

- Discussion and possible action to pay for printing costs for the Treasurer. (Popowich) [4 min]
 - Motion: Steven moves to “The Winnetka NC Board approves up to \$400.00 for the pay for Treasurer’s printing costs for April May June 2014.” Bettie seconds the motion. No discussion.

WNC-2014-042914-06 AUTHORIZES \$400.00 FOR THE PURCHASE: OF ----treasurer printing costs for ----- FROM Office Depot/Staples

Steven MOVED, Bettie SECONDED, APPROVED

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison						x
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ	x					
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					

Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	11				2	1

- Discussion and possible action to buy a program to create and edit PDF files (similar to Adobe, or PDF 995). (Popowich) [4 min]
 - Motion: “The Winnetka NC Board approves up to \$500.00 for the purchase of PDF editing software.”
- **WNC-2014-042914-07 AUTHORIZES \$500 FOR THE PURCHASE: OF ----PDF editing software----- FROM WHOM----VENDOR-----**
- **Erick Lace MOVED, Trevor SECONDED No discussion APPROVED**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison						x
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ	x					
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	11				2	1

- Discussion and possible action to buy more paper for Board use. (Lewis) [4 min]
 - Motion: “The Winnetka NC Board approves up to \$400.00 for the purchase of paper.”
- **WNC-2014-042914-08 AUTHORIZES \$400 FOR THE PURCHASE: OF ---paper----- FROM Staples/Office Depot**
- **Trevor MOVED, Erick Lace SECONDED, APPROVED**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison						x
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ	x					
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	11				2	1

- Discussion and possible action to approve the purchase of snacks and refreshments for the June Board meeting. (Lewis) [4 min]
 - Motion: “The Winnetka NC Board approves up to \$75.00 for the purchase of snacks and refreshments for the June Board meeting.”
- **WNC-2014-042914-09 AUTHORIZES \$75 FOR THE PURCHASE: OF ---snacks----- FROM subway**
- **Trevor MOVED, Eric Lace SECONDED, APPROVED**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					

Lace, Erick	x					
Lamoreaux, Madison						x
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ	x					
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	11				2	1

REGULAR COMMITTEE REPORTS & AGENDA ITEMS

Discussion and board action is possible on the following Committees' reports. [2 min or as noted]

10. Planning & Land Use Management Committee Report (Popowich) [2 min]

- PLUM Cmte meetings: 1st Tue of the month as needed, 6:30PM, Valley Village. Tabled to May.

11. Public Safety Committee Report (Lerma) Tabled to May meeting.

- Safety Cmte meetings: 3rd Tue of each month, 6:30PM, Valley Village.
- Community committee members needed. Contact the board president if interested.
- Disaster Preparedness Weekend Boot Camp Report. More info at www.CD3-PSC.com
- Discussion and possible action regarding purchasing additional copies of the WNC Safety flyer. (Lerma) [4 min]
 - Motion: "The Winnetka NC Board approves up to \$100.00 to pay for copying costs to make additional copies of the existing Safety flyer." **Tabled until May to check supply of flyers.**
- Discussion and possible action regarding the purchase of first aid kits and other safety-related outreach items. (Lerma) [4 min.]
 - Motion: "The Winnetka NC Board approves up to \$700.00 for the purchase of first aid kits to give away to stakeholders as safety-related outreach items."
- **WNC-2014-042914-10 AUTHORIZES \$700 FOR THE PURCHASE: OF ----first aid kits FROM WHOM----Marco promotional products**
- **David MOVED, Trevor SECONDED**

- **Discussion JJ doesn't think it is appropriate or necessary. Approved.**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison						x
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ		x				
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	10	1			2	1

- Discussion and possible action regarding purchasing safety lanterns. (Lerma) [4 min]
 - Motion: "The Winnetka NC Board approves up to \$700.00 for the purchase of lanterns to give away to stakeholders as safety-related outreach items." **Removed. Money spent on first aid kits.**
- Discussion and possible action regarding purchasing WNC stickers. (Lerma) [4 min]
 - Motion: "The Winnetka NC Board approves up to \$100.00 for the purchase of WNC logo stickers for branding outreach items." **Remove.**

12. Public Works & Transportation Committee Report (Uebersax) [2 min]

- PWT Cmte meetings: 4th Mon of each month, 7PM, Limerick Ave. Elementary School, 8530 Limerick Ave., Winnetka. Meeting last night. Item 15 only.

13. Outreach & Public Relations Committee Report (Robinson)

- PR Cmte meetings: 4th Thur of each month, 7:30PM, Valley Village.
- Community committee members needed. Contact the board president if interested.
- Discussion and possible action regarding sponsorship of the 2014 Memorial Day Parade. (Lewis) [4 min]

- Motion: “The Winnetka NC Board approves up to \$125.00 to pay for an entry in the 2014 Memorial Day Parade.”
- **WNC-2014-042914-11 AUTHORIZES \$125 FOR THE PURCHASE: Of entry fee for Memorial Day Parade FROM Canoga/West Hills Chamber of Commerce**
- **Eric Lace MOVED, Kathleen SECONDED, APPROVED**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison						x
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ	x					
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	11				2	1

- Discussion and possible action regarding purchasing additional Winnetka NC promotional items. (Lewis) [6 min.]
 - Motion: “The Winnetka NC Board approves up to \$2500.00 for the purchase of Winnetka NC outreach items, including flashlights, pens, and pen pouches, from Marco Promotional Products.”
- **WNC-2014-042914-12 AUTHORIZES \$2500 FOR THE PURCHASE: OF ----STUFF----- FROM WHOM----VENDOR-----**
- **Trevor MOVED, David SECONDED**
- **Eric Lewis modified motion for up to \$2800.00. Trevor accepted modification.**
- **Discussion- JJ concerned we keep purchasing from one vendor (Marco) and DONE may not**

approve of this.

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison						x
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ		x				
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	10	1			2	1

- Discussion and possible action regarding providing financial support for the 2014 Senior Symposium. (Lewis) [4 min]
 - Motion: "The Winnetka NC Board approves up to \$500.00 to pay for catering at the 2014 One Generation Senior Symposium."
- **WNC-2014-042914-13 AUTHORIZES \$500 FOR THE PURCHASE: Of catering for Senior Symposium FROM Sharkys**
- **Eric Lace MOVED, Kathleen SECONDED, APPROVED**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven			x			
Lace, Erick	x					
Lamoreaux, Madison						x

Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ	x					
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	10		1		2	1

- Discussion and possible action regarding providing financial support for the 2014 NC Congress. (Lewis) [4 min]
 - Motion: “The Winnetka NC Board approves up to \$250.00 to financially support the 2014 NC Congress.”
- **WNC-2014-042914-14 AUTHORIZES \$250 FOR THE PURCHASE: Of financial support for the LA congress of neighborhoods for 2014**
- **David MOVED, Trevor SECONDED, APPROVED**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison						x
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ	x					

Reyes-Dunn, Tess					X	
Robinson, Marilyn	X					
Ross-Blumer, Bettie	X					
Sattler, Tom					X	
Uebersax, David	X					
Vacant						
Total						

- Discussion and possible action regarding purchasing additional website maintenance time from Moore Business Solutions to cover services through the end of the fiscal year. (Lewis) [4 min]
 - Motion: “The Winnetka NC Board approves \$400.00 to purchase additional website maintenance time from Moore Business Solutions.”
- **WNC-2014-042914-15 AUTHORIZES \$400 FOR THE PURCHASE: OF additional website maintenance time FROM Moore Business Solutions----VENDOR-----**
- **Eric Lace MOVED, Trevor SECONDED**
- **Discussion: Eric Lewis presented info from Wendy that we are using more number of hours each week, thus we need to increase our payment. Steven asked if we could identify the exact services that we would need. Approved.**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	X					
Lace, Erick	X					
Lamoreaux, Madison						X
Lerma, Victor	X					
Lewis, Eric	X					
Moreno, Mary Ellen	X					
Owen, Trevor	X					
Pelaez, Kathleen	X					
Popowich, JJ	X					
Reyes-Dunn, Tess					X	
Robinson, Marilyn	X					
Ross-Blumer, Bettie	X					
Sattler, Tom					X	

Uebersax, David	x					
Vacant						
Total	11				2	1

- Neighborhood Purposes Grants update of the status of the NPGs being submitted: Valley Village, Junior Blind Olympics, One Generation Senior Symposium. (Lace) [4 min]
Erick Lace said that Valley Village has already sent out the paperwork by email. Erick Lace will bring a hard copy to the next meeting. Junior Blind Olympics has paperwork. These items have not been finalized. Erick will call DONE to see what else needs to be done to complete these NPGs. One Generation Senior Symposium. Tabled to May meeting.
- Discussion and possible action on proposed donations to school libraries in the amount we want/need to spend so that WNC monies are kept in Winnetka. (Lace) [2 min]
Erick Lace would like to propose to raise the money for schools from \$400 to \$500 per school. Erick made a motion to give up to \$100 to 6 public schools for library books.

**WNC 2014-042914-16 AUTHORIZES \$600 (6 NPGs of \$100 each) for 6 public schools for the purchase of library books.
Erick Lace MOVED, Mary Ellen SECONDED. APPROVED.**

Discussion: JJ feels he already has paid through our taxes. David feels like the process for this motion is not being followed. Kathleen feels that the money is well spent going to school children in our community. Eric Lewis supports helping kids but doesn't feel that the process is being followed correctly to provide information needed for a vote. Steven feels that the money doesn't go where we say it is being spent. He would like to purchase the books and donate them to school. JJ says that now it must go through a NPG. Victor supports the idea of the \$100 for school libraries.

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison						x
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ		x				
Reyes-Dunn, Tess					x	
Robinson, Marilyn	x					

Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	10	1			2	1

14. Youth Committee Report (Lace) [2 min]

- Youth Cmte meetings: 4th Thur of each month, 6:30PM, Valley Village

ADDITIONAL NEW & RETURNING AGENDA ITEMS

15. WNC Public Works Inaugural Spring Clean Event (Uebersax) [6 min]

- Discussion of the status of the event, which has been moved to late-May/early-June to better align with the opening of the new LA River Walk. Date TBD.
- Additional volunteers are still needed to help clean up Winnetka. Please contact the board if you can join us for a morning dedicated to a good cause followed by lunch in the park.
- Discussion and possible action on voting for additional financial expenses required for this postponed event.
- May 31 proposed date for Spring Clean. Guidos pizza instead of Valentinos. The city's portion of the project should be completed. Trying to get CD staff and LA River Core to participate.
- Ad hoc meeting Monday May 19th at Limerick.
 - "The WNC Board approves up to \$200.00 for the purchase of flyers, from a local printing vendor, to promote the 2014 Spring Clean." (Lewis) [2 min]
- **WNC-2014-042914-17 AUTHORIZES \$200 FOR THE PURCHASE: Of printing flyers FROM Staples/Office Depot**
- **David MOVED, JJ SECONDED, APPROVED**

Board Member	Yes	No	Abstain	Recused	Absent	Ineligible
Fuhrman, Steven	x					
Lace, Erick	x					
Lamoreaux, Madison						x
Lerma, Victor	x					
Lewis, Eric	x					
Moreno, Mary Ellen	x					
Owen, Trevor	x					
Pelaez, Kathleen	x					
Popowich, JJ	x					
Reyes-Dunn, Tess					x	

Robinson, Marilyn	x					
Ross-Blumer, Bettie	x					
Sattler, Tom					x	
Uebersax, David	x					
Vacant						
Total	11				2	1

16. WNC Public Works Street Services Project (Uebersax) [4 Min]

- Discussion of the list being assembled by PWT to incorporate suggestions previously submitted as priority items for street and sidewalk improvements (as part of the Mayor’s two recent NC Pothill Blitzes), as well as other items that have been brought to the attention of the WNC.
- This is being conformed to the format of the form (<http://bss.lacity.org/NeighborhoodCouncils/RequestFormNC.pdf>) posted by the website for Bureau of Street Services (<http://bss.lacity.org/NeighborhoodCouncil.htm>).
- Following prioritization of items submitted, action will be taken to work with CD3 liaisons and the Bureau of Street Services, as appropriate, to utilize this fiscal year for local street services, the funding of \$50,000 that was provided by previous CD3 Councilmember Dennis Zine.
- Focusing on alleys on homes for people who lost their street parking, (west of Winnetka on either side of Gilmore).not cut down trees rather repair sidewalks. David and Bettie are keeping the list going. Tree trimming and sidewalk repair along Mason.

ADDITIONAL COMMITTEE AND REPRESENTATIVE REPORTS

Discussion and board action is possible on the following reports. [2-4 min or as noted]

17. Budget & Finance Committee (Uebersax) [1 min]

18. Executive Committee (Lewis) [4 min]

- Designate up to five board members from the current board to be authorized to submit approved WNC Community Impact Statements to the LA City Clerk. Eric suggests the 2 secretaries, 2 treasurers and president (Mary Ellen, Kathleen, JJ , David, Eric Lewis) David moved JJ seconded. Approved by consensus.

19. Rules, Elections, & By-Laws Committee (Lewis) [1 min] Tabled

- Discussion and possible action regarding the REB Committee’s recommendations to revise the WNC Bylaws and Rules, including an update to the committees, officers, and posting locations.

20. Good of the Order [1 min]

21. Future Agenda Items & other Calendar Events [1 min]

- The WNC received an email from stakeholder regarding the circus. Eric Lewis has responded by email. JJ will put the item on the PLUM agenda. Steven would like to move David’s reports up on the agenda. For this agenda, we were primarily concerned with financial votes, not reports. In the future, we will move the agenda around according to the guests, presenters, etc.

22. Adjournment Time: 10:24

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 mmoreno@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.

*Celebrating Diversity with Unity
and Dedication to the Community*