



WINNETKA NEIGHBORHOOD COUNCIL

PO Box 3692, Winnetka, CA 91306
(818) 648-6219

www.winnetkanc.com

EVENTS COMMITTEE

Chair:
TJ Martens

Vice Chair :
Nalini Natarajan

Committee Members

Alan Schweizer
Don Sweeny
Vacant
Ad-hoc
Steve Zeldin



EVENTS COMMITTEE MEETING MINUTES

Monday, March 24th, 2008 – 6:30 PM

Valley Village

20830 Sherman Way, Winnetka, CA 91306

The public is requested to fill out a “**Speaker Card**” to address the Committee on any agenda item before the Committee takes an action. Public comment is limited to 3 minutes per speaker, but the Committee 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 Committee considers that item. When the Committee considers the agenda item entitled “Public Comments,” the public has the right to comment on any matter that is within the Committee’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 Committee, 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 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; **Fultan Cleaners**, 20109 Roscoe Street, Winnetka, 91306; **Canoga Park Bowl**, 20122 Vanowen St., Winnetka, 91306; **Albertson’s Food and Drug Store**, 7224 Mason Ave. **Express Pack & Ship**, 7657 Winnetka Ave.

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.

1. **Call to Order and Committee Members Roll Call.**

TJ Marten, Chair; Armineh Chelabian, Alan Schweizer, Don Sweeney (Valley Cultural Center) Steve Zeldin is excused, Nalini Natarajan is absent.

2. **Approval of Minutes.** Minutes unanimously approved.
3. **Public Comments.**
4. **Discuss May 3rd Day of Service, volunteers needed for this day, this is joined effort of the events committee and Interfaith Committee Chair. Armineh Chelabian will explain what projects we can pick from and how to get involved.** Discussed expectations of Day of Service. Intention is for service to two elderly families in need. Discussed Valley Village as an additional site to be worked on, however we need communication about specific needs of who is providing the volunteers for the event. West Valley Occupational Center may be participating but details are needed.
5. **From the Mayor's office Tessa Chernofsky , she stated that her office will donate 150 one gallon trees to give out on the Family Cultural Earth day on August 10th , the tree be delivered on Friday prior the event at the VCC (will be locked up till the Sunday August 10th .** Don Sweeney need to coordinate this with Tessa from the Mayor's office.
6. **Octaviano Rios, JR Field Deputy from the office of Dennis P. Zine Council member 3rd district.** Mr Rios was not present.
7. **Robert Wells to give some more information regarding the Green Bike ride.** Mr Wells was not present was planned to attend but he car was stolen called in at 10 pm.
8. **Discuss possible sponsors and which vendors with work should we invite. And explore possible to invite different culture organization to share their culture and history for community.** Tabled to next meeting.
9. **Discussion and possible action regarding to see if program can be set up on environment at schools in Winnetka** Tabled to next meeting.
10. **Discussion and possible action regarding organizing a Cultural Family Earth Day in a possible joint effort with the Tarzana Community & Cultural Center, the Mayors Office the Office of Dennis Zine, and the Valley Cultural Center in August 10 2008. Report from Steve on draft letter to vendors/ sponsor need to be finales' by April 1st. Discuss the vender's booth price at the Family Cultural Earth Day, and discuss how the billing is done.** Booth charges were discussed. \$250 per booth was discussed and unanimously approved. Alan Schweizer will draft letter to be forwarded to TJ Marten and Don Sweeney by Saturday March 29, 2008. Target deadline for letter to be sent is by April 4, 2008.
11. **Don Sweeney to present the draft poster.** Poster was displayed and changes were recommended. Don Sweeney will make revisions.

12. **Idea for the next WNC newsletter with latest news from the Winnetka community, see if we can set up neighborhood watch, information regarding August Family Cultural Earth day, tolerant to different cultures. Tabled to next meeting.**

13. **Discussion and possible action regarding dates to get volunteers to promote the WNC and the Family Cultural Earth Day on August 10th at the concerts in the Park during the months of June, July and August. Update report from Tarzana Community & Cultural Center in regards how many volunteers. Tabled to next meeting.**

14. **Find radios to be use for event on August 10th , Dennis Zine office will be asked for this. Tabled to next meeting**

15. **Find out to contact radio and news stations to participate in the event. Don Sweeney discussed KFWB as potential radio station to participate.**

16. **Discussion and possible action regarding nomination and appointment of at least one new member to fill the vacant Events Committee position. **The appointee(s) must be Stakeholders of Winnetka. Each candidate may give a brief statement upon nomination.****
We are still looking for new members to join us Congratulations and thanks to Don Sweeney as we welcome him as the newest Event committee member.

17. **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 Committee at its next meeting and 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 Committee at a future time.**

Next meeting will be held on Monday April 21st 2008 at 6:30 PM

18. **Future Agenda Items and other Calendar Events** (*All meetings held at Valley Village, 20830 Sherman Way, Winnetka, CA 91306 unless otherwise noted*):

19. Adjournment

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.