



WINNETKA NEIGHBORHOOD COUNCIL
PO Box 3692, Winnetka, CA 91306
www.winnetkanc.com



Committee Chair	Vice Chair			
Greg Sullivan	Art Sims			
Committee Members				
Armineh Chelebian	Erick Lace	JJ Popowich	Tess Reyes-Dunne	

ELECTION COMMITTEE MEETING MINUTES

Thursday, November 5, 2009 – 6:30 PM

Valley Village

208300 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 & Board Member Roll Call

1.1. Chair Greg Sullivan, Art Sims, and JJ Popowich were in attendance.

2. Explanation of Meeting Rules

3. Approval of Minutes

4. **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.

5. **Discussion and possible action for Election outreach ideas such as Newsletters, postcards, bus benches, lawn signs, newspaper articles, twitter and other web-based actions as well as direct contact with stakeholders. A review of past successful activities is needed as well.**

5.1. Mr. Sullivan made the following motion (seconded by Mr. Popowich)

5.1.1. Recommend to the Board to approve mailing of election postcard, as presented by the Region A Election Outreach team, to announce the candidate filing deadline and election date. Included in this motion is the approval of up to \$4500.00 to cover costs of printing and mailing to all Winnetka addresses. Mailing date must be no later than November 15, 2009.

5.1.2. Motion passed 3-0.

5.2. Mr. Sullivan made the following motion (seconded by Mr. Sims)

5.2.1. Recommend to the Board to approve mailing a Candidate Statement newsletter to all addresses within the Winnetka boundaries (based on previous year's mailings) no later than February 15, 2010. Included in this motion is to approve up to \$6000.00.

5.2.2. Motion passed 3-0

6. **Discussion and possible action: on just who is running for election and who is running the election to avoid conflict of interest?**

7. **Discussion and possible action to chart out the course of election activity which culminates in the March 2nd, Region A election and aftermath.**

7.1. Mr. Popowich made the following motion (seconded by Mr. Sullivan):

7.1.1. Recommend the Board approve a Candidate Forum to be held at the February 9, 2010 Regular Board meeting where all candidates who have filed to run for election are given no more than 3 minutes to make a statement to the public in attendance, with no more than 3 minutes (per candidate) allowed for questions of said candidates.

7.1.2. Motion approved 3-0

7.2. Mr. Popowich made the following motion (seconded by Mr. Sullivan):

7.2.1. Recommend to the Board that the Candidate Statement conform to past practices and consist of a biographical paragraph of 150 words or less for publication. Statements longer than 150 words will be edited to conform. Candidate statements will be posted online at the WNC website. Candidates will be permitted one website link to a website of their own if they so choose. Candidates may submit a photo for posting on the website, and inclusion in the newsletter (space permitting ... wherein either all candidates pictures submitted will be printed, or none).

7.2.2. Motion approved 3-0.

8. **Future Agenda Items & other Calendar Events:**

- **Public Safety Committee:**
- **Youth Committee**
- **Events Committee**
- **Public Works & Transportation Committee**
- **Interfaith Committee**

9. **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.

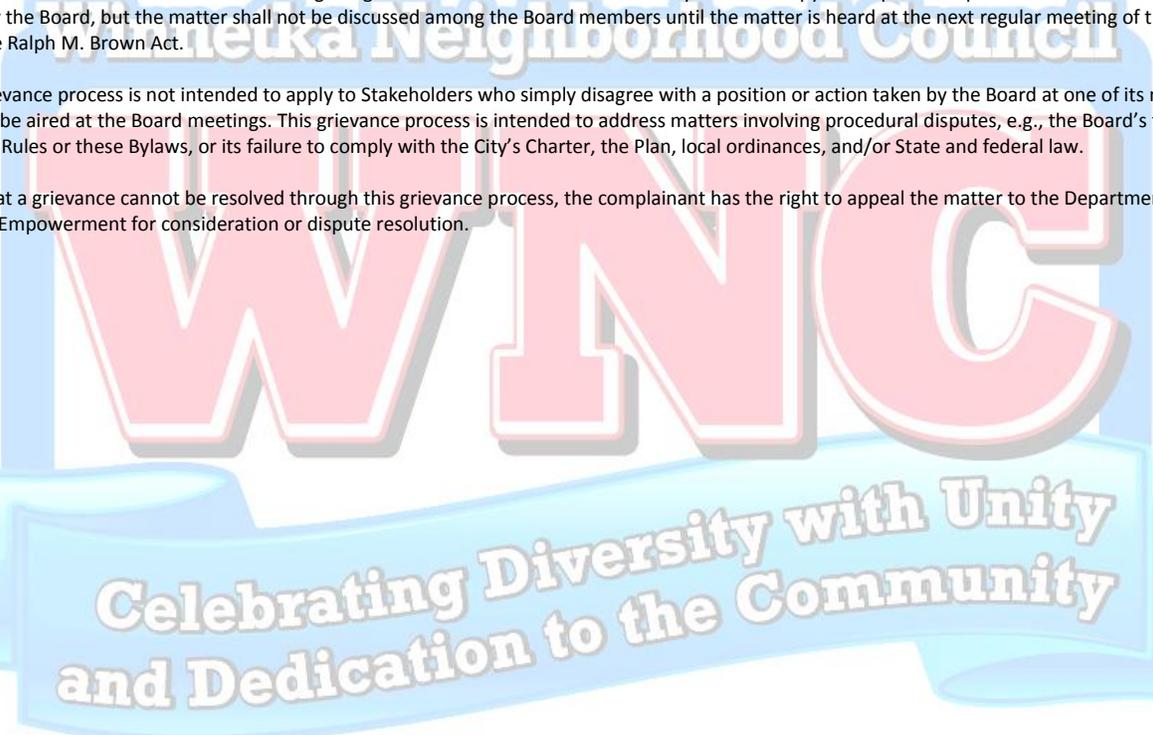
PROCESS FOR FILING A GRIEVANCE

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.



WINGC
Celebrating Diversity with Unity
and Dedication to the Community