

GREATER TOLUCA LAKE NEIGHBORHOOD COUNCIL



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Toluca Lake, California 91602
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OUTREACH COMMITTEE MEETING

Agenda for: Thursday, March 8, 2007 7:30 PM
10116 Riverside Drive, Suite 200 Toluca Lake, CA 91602

1. Meeting Opening / Call to Order

- Start time/Attendance/Guests/Motion to approve minutes from February Meeting:

2. Work In Progress Public Input-3 Minutes

- Bulletin Boards
Posting Master Meeting Agendas at all locations/ Using Discovery Shop-Board for information that comes up during the month.
- North Weddington Park Scoreboard
-Repair Update/GTLNC Banner needed for scoreboard.
- Online Encyclopedia
-Need additional paperwork/invoice for the software program for Toluca Lake Elementary School. Clarify license issuance.
- Trash Cans
-Have GTLNC nameplates attached to the community trash cans.

3. New Business Public Input-3 Minutes

- Good Neighbor Award
-Good Neighbor Award to Callie and Cady Stark organizers of the Kling Street Kids at the next GTLNC Board Meeting.
-Photo Op assistance. -Article to the *Tolucan Times* regarding the event. -Create invitations to send to all recipients asking their neighbors, family and friends to attend the festivities.
- Purchase of Projector, Camera and Laptop
Projector delivered to GTLNC office. Camcorder; Mac laptop; and associated accessories have been ordered.
- Mission Statement for 2007 Tabled until next meeting.
- Schools (Toluca Lake Elementary (TLES) and Rio Vista)
-Presentation Folders for TLES and Rio Vista.

Motion: That the Outreach Committee recommend to the GTLNC Board expending the following amounts:

\$1024.05	Toluca Lake Elementary
\$1024.05	Rio Vista

- Toluca Lake Homeowners Association Contact the TLHOA to pay for waste management for a couple of months.
- Catered afternoon party
-to incorporate rides for the children, booths for our committees, and invite the Councilman, local businesses and our public service employees (police and fire).
- Promotional Items
-Purchasing apparel for the Councilmembers to wear during events. Obtain quotes for t-shirts, polo shirts, hats, sweatshirts, pens, magnets and jackets.
- Purchase Benches with GTLNC logo and placement along Riverside Drive.
- Lankershim Village Bench

Motion: That the Outreach Committee recommend to the GTLNC Board to expend \$1399.67 to purchase a bench for Lankershim Village.

4. Meeting Close

Next meeting date: Thursday, April 5, 2007 at 7:30 at 10116 Riverside Drive, Suite 200

Neighborhood Council Meeting Agendas are posted for public review: Discovery Shop bulletin board on west wall, Ramsey-Shilling Real Estate, 10205 Riverside Dr.; Toluca Lake Car Wash, 10515 Magnolia Blvd.; North Weddington Park Recreation Center-Bulletin Board; North Hollywood Public Library, as well as on the GTLNC Web site www.gtlnc.org and publication in the *Tolucan Times* Newspaper when time permits.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, 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 availability of services, please make your request at least three (3) business days (72-hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Project Coordinator Taneda Larios at 818-374-9892, Toll-Free (866) LA-HELPS, or email taneda.larios@lacity.org.

Process for Reconsideration: Any person or group adversely affected by the decisions or policies of the GTLNC may file a written grievance with the Council. The Council shall then refer the matter to the Grievance Committee. Persons who wish to claim a grievance may do so by communicating with any member of the Grievance Committee, and the Grievance Committee shall invite the person claiming a grievance to present arguments and evidence, which may include testimony, to the committee. The Grievance Committee shall act to hear a grievance within thirty days of the initial communication and shall prepare a report and recommendation to the GTLNC to present at its next meeting, or at least no later than the following meeting. The Grievance Committee may on its own volition, communicate its findings directly to the Department of Neighborhood Empowerment (DONE) in addition to reporting to the Governing Board. The Governing Board shall include Grievance Committee reports in its agenda and shall hear the reports in a timely manner as describe above. Any aggrieved stakeholder has the right of appeal to DONE any decision by the GTLNC. This grievance process is intended to address matters involving procedural disputes, e.g., the Council's failure to comply with these Bylaws, or its failure to comply with the City's Charter, the Plan, or local, State or Federal law.