

# GREATER TOLUCA LAKE NEIGHBORHOOD COUNCIL



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## OUTREACH COMMITTEE MEETING AGENDA for: Thursday, May 3, 2007 7:30 PM 10116 Riverside Drive, Suite 200 Toluca Lake, CA 91602

### 1. Meeting Opening

**Call to Order: Time: Attendance: Excused Absence: Guests: Motion to approve April minutes.**

### 2. Work In Progress-Public Input limited to 3 minutes per item

- Lankershim Village Bench
- Online Encyclopedia
- The purchase of GTLNC promotional items
- Street banners
- Potential catered community party

### 3. New Business-Public Input limited to 3 minutes per item

The Committee discussed the Committee's current mission statement (found at GTLNC's website). The Committee decided to replace the third bullet point ("• To join with other community groups to make our neighborhood a safe place in which to live and work") with the following:

- o To partner with other community groups in reaching out to, and encouraging the participation of, stakeholders
- o To identify the concerns and solicit the comments of stakeholders

#### • Outreach Budget

The Committee to finalize the proposed Outreach Budget for 2007-08: (discussed at last month's meeting)

- (1) Block Party -- Maria guesstimated \$5,000 as the possible expense of a catered community party (and, perhaps, celebration of a new median off Moorpark)
- (2) Four cement benches @ \$2,000 each (two for Magnolia Blvd.; two for elsewhere) for a total of \$8,000
- (3) Elections (the same amount or slightly more than what the Council spent last year)
- (4) Tri-fold -- \$1,000
- (5) "Name the Swan and its chicks" promotion (in coordination with the Chamber of Commerce) -- unknown
- (6) Historic bus tour of Greater Toluca Lake -- One or two open air or double-decker buses and advertising -- \$2,500
- (7) Newspaper advertising/articles -- \$6,000
- (8) Pancake breakfast -- \$500
- (9) Development-related outreach activities (outside the regular newspaper budget) --To be determined
- (10) After school program and/or books for both elementary schools -- \$6,000
- (11) Joint projects with Chamber and Homeowners Associations -- unknown
- (12) Street banners -- To be determined

### 4. Projects Completed

- "Hidden Garden" sign
- School Presentation Folders for Toluca Lake Elementary and Rio Vista
- Mission Statement for 2007

### 5. Meeting Close

Next meeting date: Thursday, June 7, 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](http://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](mailto: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.