

GREATER TOLUCA LAKE NEIGHBORHOOD COUNCIL



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OUTREACH/ELECTIONS COMMITTEE MEETING MINUTES for: Thursday, June 5, 2008 7:00 PM 10116 Riverside Drive, Suite 200 Toluca Lake, CA 91602

1. Meeting Opening Call to Order: Time: 7:00 P.M.

Attendance: Jeff Rector, Peter Hartz, Betsy Dennis, Gene Elerding, John Moskal, Steve Reidman, Rich DeMichele

Absent: Jerome Williams, Cathy Saliba, Maria Tirado

Guests: None

Motion to approve the May Minutes. Approved

2. Work-In-Progress –Public input limited to 3 minutes

Budget Finalize committee budget allocations: Peter Hartz

The proposed Outreach Committee budget showed \$9,500 being allocated equally between the Toluca Lake Elementary and Rio Vista. Since the budget had been cut substantially and other funds already committed to specific projects, it was decided that this \$9,500 should be made available on an as-needed basis rather than as specific designated amounts to the two schools.

Motion: was made, seconded and approved to change the budget line items currently designated for Toluca Elementary and Rio Vista schools to instead be designated as funds for Community Projects 1, 2, 3 and 4.

Discussion and Goals of Outreach Committee, Jeff Rector

This item was postponed until the July meeting.

GTLNC Promotional Items: Lead, Betsy D.

- **Welcome Bags**

Betsy reported that she has talked to restaurants in the area about promo coupons for the backs. In the process, several questions were raised by the vendors, which prompted a further review by the Committee to clarify more specifically how the bags would be distributed, by whom and to whom. It was decided that the WELCOME Gift bags would be distributed by the GTLNC to ensure only new Homeowners would be getting them. It will be up to the local Real Estate Companies to give us their lists of new Homeowners. Susann Jarvis will put together a preliminary project plan as a starting point for formalizing the details of this project at the next committee meeting.

Community Council Lead, Jerome W.

This item was postponed until the July meeting since Jerome was not available.

Good Neighbor Award Lead, Jeff R.

It was agreed that the Good Neighbor Award would be presented to Richard Bogey at the July Council meeting.

GTLNC Newsletter Lead, Susann J.

No progress to report

Polaroid Sleeves Lead, Rich deM.

The sleeves did not arrive in time for the Pancake Breakfast. They will be used for other events. Rich reported that he took 125 photos at the Pancake Breakfast and that the photos were well received by the attendees.

Tolucan Times Copy Lead, Susann J.

No discussions have been held yet with the Tolucan Times regarding guaranteed ad insertions.

3. New Business-Public input limited to 3 minutes

- **CVENT** computer software for outreach efforts Lead, Jeff R.

Jeff and Peter will take a closer look at this software to get a better idea of its application to the Outreach Committee before making any recommendations to the Committee.

- For Next Year – Last year, spent \$10,000 on Toluca Lake Elementary School and \$7,000 on Rio Vista. Budget for next year will be \$10,000 for each school. Both schools were asked to resubmit a wish list using this budget amount as a basis and setting priorities for the programs they would like the Council to help fund. Proposed \$1,000 for Community Council use.
 - This item was handled in the Budget discussion outlined above.
- **Boundary change & Bylaws update** Gene Elerding
Gene reported that Studio City does not have their documentation completed yet and don't anticipate having it done until around mid-July. The GTLNC documentation is complete and will be filed in a timely manner.
- **Possible discussion regarding Language in GTLNC Bylaws and goals for Outreach Committee**
Section 102: Purposes. The purposes of the Council are to:
 - (a) promote more citizen participation in government;
 - (b) make government more responsive to local needs and requests;
 - (c) provide an effective means of contact with municipal departments that provide services to the neighborhood;
 - (d) foster a sense of community for persons to express ideas and opinions about their neighborhoods and their government;
 - (e) provide neighborhood consultation and input regarding planning, zoning, and budgeting priorities; and
 - (f) provide a means for stakeholders to express their collective will to municipal decision makers with regard to issues involving the community.

This discussion was postponed until the July meeting.

4. Event/Meeting Calendar

- The new marquee at the Toluca Elementary School is going to be dedicated Monday, June 9, 1:00PM-3:00PM
Steve reported that Tom LaBonge has said he will be at the marquis dedication. Terry Davis and a representative from the Tolucan Times are yet to confirm. Jeff R. said he will make every effort to attend.

5. Close Meeting

Next meeting date: July 3; August 7; September 4; October 2; November 6; and December 4.
7:00 at 10116 Riverside Drive, Suite 200.

Because of 4th of July holiday plans, it was decided that the committee meeting be moved to Wednesday, July 2nd at 7:00 P.M. for July only.

Meeting closed at 8:00 P.M.

Magnolia Blvd.; North Weddington Park Recreation Center; North Hollywood Public Library, as well as on the GTLNC Web site www.gtlnc.org.

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.