

GREATER TOLUCA LAKE NEIGHBORHOOD COUNCIL



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OUTREACH/ELECTIONS COMMITTEE MEETING

MINUTES for: Thursday, January 7, 2010 7:30 PM
10116 Riverside Drive, Suite 200 Toluca Lake, CA 91602

1. Meeting Opening Call to Order:

Time: 7:30

Attendance: please mark X=present EX=excused AB=unexcused absence:

Rich de Michele	John Moskal	Jeff Rector	Ryan Altoon	Jerome Williams	Mary Ling
X	EX	AB	X	EX	EX

Guests:

2. Work-In-Progress

- 2.1 **GTLNC Newsletter** Lead Ryan Altoon
- Discuss articles for next newsletter and submissions that were due by January 1st. **We will try a new layout for the next newsletter. Which will be distributed at the January 19th General Board Meeting. We have several articles, but still need two more articles.**
- 2.2 **2009-2010 Election Plan** Lead Eric
- Update regarding May 27, 2010 election - **Discuss possibility of vote by mail.**
 - Plan for utilizing the YMCA people to assist with promoting the election.**
 - Eric will Develop a timeline to present to the board at the next meeting.**

3 On-Going Business

- 3.1 **Good Neighbor Award** Lead Jeff Rector
- We are currently preparing a Certificate of Recognition for Roy Disney.**
- 3.2 **Web Design** Lead Ryan Altoon
- Update on changes to our Web site through Xapnet – **Development is on schedule**
 - We will ask Xapnet to present options for an updated GTLNC logo that we will present to the board. The current logo has a dated appearance.**
- 3.3 **Budget**
- Discuss Elections Budget **The budget for elections is currently \$500.**

4. Upcoming Events-

4.1 Discuss Planning meeting request and six proposed motions that have been sent to Outreach as well as all other committees. **Planning will address these motions at the next General Board Meeting.**

5. Close Meeting 8:30

Next meeting will be on February 4th.

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.

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.