

GREATER TOLUCA LAKE NEIGHBORHOOD COUNCIL



10116 Riverside Drive, Suite 200
Toluca Lake, California 91602
PHONE 818-755-7674 FAX 818-755-7649
info@gtlnc.org www.gtlnc.org



OUTREACH/ELECTIONS COMMITTEE MEETING

MINUTES for: Thursday, December 3, 2009 7:30 PM

10116 Riverside Drive, Suite 200 Toluca Lake, CA 91602

1. Meeting Opening Call to Order:

Time:

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

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

Guests: REYN BLIGHT, CASEY BANKS – Youth coordinator YMCA, MEMBERS OF LOCAL YMCA

Motion to approve the November Minutes. APPROVED

1. Guest speakers – Representatives of the local YMCA gave a presentation about the California YMCA Model Legislature & Court Training and Elections program. Following the presentation, they asked Outreach for a grant of \$2,000 which would be equal to the cost for 2 students to attend the 3 events for the next year. After careful consideration, this grant was approved unanimously.

Outreach will ask Casey Banks and representatives to give a presentation to the entire board at the GTLNC General Board Meeting on December 15th.

NOTE – Some members of the local YMCA would be interested in participating in the GTLNC General Board if that is possible. If they are under 18 which is the minimum age to run for the Board, is it possible for the Board to create a category for Youth Members?

2. Work-In-Progress

2.1 GTLNC Newsletter Lead Ryan Altoon

- Discuss articles for next newsletter and submissions due by January 1st. **No submissions to date. Each committee chairperson will be asked to submit an article.**
- Discuss distribution of current Newsletter at Holiday Open House. **We will distribute the Newsletter from the GTLNC table at the Holiday Open House.**

2.2 2009-2010 Election Plan Lead Jerome

- Update regarding May 27, 2010 election - **Discussed the 2010 Neighborhood Council Election Procedures manual that was distributed at the last GTLNC General Board meeting.**

3 On-Going Business

3.1 Good Neighbor Award Lead Jeff Rector

- **No submissions to discuss at this time.**

3.2 Web Design Lead Ryan Altoon

- Update on changes to our Web site through Xapnet – **The new design will happen in three phases. Phase 1 has already started - critical analysis of the current web site.**
- **Phase 2 will be the design of the new site and will start in January, 2010.**
- **Phase 3 will be implementation of the new website and is scheduled for February 15, 2010**
- Options for Web Hosting are being analyzed

3.3 Budget

- Discuss current budget and possible reallocation of available funds. - **We will develop an Elections budget. Funds will be reallocated to allow for a grant to the YMCA as described above.**

4. Upcoming Events-

4.1 Holiday Open House - December 4, 2009

- Discuss plans for Outreach participation at the Holiday open house – **Outreach will have members at the GTLNC table who will pass out copies of The Newsletter and answer questions about the board while promoting the GTLNC.**

5. Close Meeting 8:50.

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.