

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, April 1, 2010 7:30 PM

10116 Riverside Drive, Suite 200 Toluca Lake, CA 91602

1. Meeting Opening Call to Order:

Time: 7:40PM

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

Rich de Michele	John Moskal	Ryan Altoon	Jerome Williams		
X	X	X	EX		

Guests: PETER HARTZ

2. Work-In-Progress

2.1 GTLNC Newsletter Lead Ryan Altoon

Quarterly Newsletter:

- Update on submission of articles. **No articles have been submitted. We must receive submissions from every committee chair.**

2.2 2009-2010 Election Plan Lead TBA

- Update regarding May 27, 2010 election - **Discuss** possibility of vote by mail. **Discussed and approved vote by mail.**
- Update on ballot distribution. **Rich has distributed 30 application packets and 10 were dropped at CD4 which have all been passed out.**
- **We will speak with YMCA Youth in Government about helping staff the polling place. Any current board members who are not running for re-election would be able to staff the polling place also. People currently up for election are not allowed to staff the polling place.**
- **We are designing new posters and flyers for the election.**
- **We will produce magnets with the GTLNC logo and web address to give away at poll.**

3 On-Going Business

3.1 Good Neighbor Award Lead Rich de Michele

- Discuss any new submissions.
- Sheryl Appleton has been recommended for The Good Neighbor Award – still awaiting receipt of official proposal.

The following submission is from Terry Davis: Good Neighbor Award

City of Los Angeles Recreation and Parks Department
North Weddington Recreation Center

Danica Carrol Director

&

Hugo Sanchez Interim Acting Director

(I will confirm their titles)

In recognition, appreciation and gratitude for your commitment to improving and growing the stellar programs offered at North/South Weddington Parks. Your mission to do so under severe limitations and personal sacrifice is both acknowledged and honored. Thank you for your dedicated service and for the opportunities you continue to offer the children, adults and families of our community.

Outreach voted to propose the following motion which was seconded by Ryan and passed unanimously:

- **MOTION: That the Outreach committee recommend this Good Neighbor Award as submitted and submit this to Alice Roth to produce the certificate.**

3.2 **Web Design** Lead Ryan Altoon

Update on web design development **Ryan will take photos to headline the new website. On the new website, people will be able to post information that will be checked by the administrator (Ryan) who will post it for everyone to see. The new design will be shown at the next General Board Meeting.**

Update on logo designs and what we will recommend to board. **New GTLNC logo will be presented in color form at the next General Board Meeting.**

3.3 **Budget**

- Discuss Elections Budget: **We will retain \$500 for elections which will be used for flyers and food.**
- Discuss distribution to elementary schools **Peter Hartz spoke with Carol Reo-Bove the principal of Toluca Lake Elementary regarding preparing a demand warrant for Renaissance Learning which will provide elements to be used for an Accelerated Reading Program. This was approved and a Demand Warrant will be issued to DONE for \$1,829.45 to cover this.**
- **Peter Hartz spoke with Kevin McClay the principal of Rio Vista Elementary school regarding purchasing 132 books through Follett Library Services. This was approved and a Demand Warrant will be issued to DONE for \$2,163.48 to purchase the books.**

4. Upcoming Events-

4.1 Emergency Meeting of GTLNC Board will take place on Tuesday 4/6 at 7pm. More information to come soon.

5. Close Meeting 8:50PM

Next meeting will be on May 6th.

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.