

# GREATER TOLUCA LAKE NEIGHBORHOOD COUNCIL



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## EXECUTIVE COMMITTEE MINUTES

MINUTES for: Tuesday, April 7, 2009 7:00 PM  
10116 Riverside Drive, Suite 200 Toluca Lake, CA 91602

1. **Meeting was called to order at 7:05pm**
2. **On-Going Business:**
  - 2.1 Agenda for April 21, 2009 Board meeting was revised and approved.
  - 2.1 Minutes from March 17, 2009 Board meeting were revised and approved.
  - 2.3 Jerome will tell Richard Bogy that we are submitting our budget for this year on July 1<sup>st</sup>, any specific Chamber requests should be submitted through the Outreach Committee in order to be included in the budget considerations.
  - 2.4 Jerome will invite Gene Elerding to the Board meeting to summarize the Bylaw changes. We will submit a motion to approve the new bylaws.
  - 2.5 Elections – Maria is working with Taneda on a plan of action
  - 2.6 Jerome will speak to Terry about the space shuttle visit as a possible Board Retreat
  - 2.7 Jerome will speak to Jeff R. about reminding the Chamber when they request funds that we will have some kind of return on our investment in the way of visibility at the events we are supporting.
3. **New Business-** Public input limited to 3 minutes
  - 3.1 Jerome told Craig Strong that he could pull anything he wanted off the website to Craig Strong to include in his newspaper for Toluca Lake residents. Anything posted on the website has already been approved by the council.
  - 3.2 Goals and Objectives for 2009: Review of Mission statement. Exec members will prepare their ideas for 2009 and bring them for discussion at the next Exec meeting.
  - 3.3 Jerome is going to work with board members to set expectations of participation.
  - 3.4 There will a standing item on the board agenda each month for the Government Relations
5. **Next meeting date:** Tuesday, May 5, 2009, 7:00pm 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).

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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.