



WINNETKA NEIGHBORHOOD COUNCIL

c/o Winnetka Convention Center
20122 Vanowen St., Winnetka, CA 91306
WinnetkaNC.com @WinnetkaNC
Outreach@WinnetkaNC.com



	Chair		Vice-Chair	
	Eric Lewis		Kathleen Pelaez	
Committee Members				
Sophia Johri	Erick Lace	Donald Plank	Emmy Silverman	Vacant

REGULAR OUTREACH & SOCIAL MEDIA COMMITTEE MEETING AGENDA

Tuesday, April 26, 2016, 7:00 PM

Winnetka Convention Center, 20122 Vanowen St., Winnetka, CA 91306

(Located next to Winnetka Bowl, ground floor of hotel)

The Winnetka Neighborhood Council Outreach & Social Media Committee holds its regular meetings on the fourth Tuesday of every month and may also call any additional required special meetings in accordance with the Winnetka NC Bylaws and the Brown Act. The agenda for a regular or special meeting is posted for public review within Winnetka, 91306, at the following location: **Winnetka Recreation Center**, 8401 Winnetka Ave.

The public may comment on a specific item listed on this agenda when the Committee considers that item. When the Committee considers the agenda item entitled "Public Comments," the public has the right to comment on any matter that is not specifically listed on this agenda yet is within the Committee's jurisdiction. Public Comment is limited to 2 minutes per speaker, but the Committee has the discretion to modify the amount of time for any speaker. Before a Committee vote on any item, any member of the public will be accorded 2 minutes to make a statement.

1. Convene Meeting, Roll-Call, Introductions, Meeting Rules & Announcements
2. **Public Comments:** Comments from the public on any items not specifically listed on this agenda.
3. **Chair's Report** (Lewis)
4. **Vice-Chair's Report** (Pelaez)
5. **WNC 2016 Public Lecture Series: Landscaping In A Drought** [45 min]
 - Please join in for an interesting and highly informative discussion from local landscape architect Greg Sullivan about drought tolerant landscaping, including design and water-saving tips.
 - This event is free and open to the public. Tell your friends and bring your neighbors to learn how to beautify your yard while reducing your water usage and landscaping costs.
6. Discussion and vote regarding approval of the Minutes for past meetings.
7. Discussion and vote regarding appointing a stakeholder to the vacant seat on this committee.
8. Discussion and possible action regarding the WNC website and social media outlets.
9. Discussion and possible action regarding the 2016 WNC Lecture Series.
10. Discussion and possible action regarding the 2016 WNC Spring Clean, Saturday, April 30th.
11. Discussion and possible action regarding the next WNC newsletter.
12. Discussion and possible action regarding the WNC tri-fold outreach flyer.
13. Discussion and possible action regarding an inventory of the WNC outreach supplies.
14. Discussion and possible action regarding outreach to local businesses.
15. Discussion and possible action regarding future WNC outreach events and presentations.
16. **Good of the Order**
17. **Future Agenda Items & other Calendar Events**
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18. **Adjournment Time:** _____

Members of the public may request and receive, without undue delay, copies of any documents that are distributed to the Board, unless there is a specific exemption under the Public Records Act that prevents the disclosure of the record. (Govt. Code § 54957.5)

The Winnetka Neighborhood Council complies with Title II of the Americans with Disabilities Act and does not discriminate on the basis of any disability. Upon request, the Winnetka Neighborhood Council 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 the availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting the Neighborhood Council Secretary at 818-341-6256, or please send an e-mail that states the accommodations that you are requesting to jpoer@winnetkanc.com.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 Dias de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA AYUDA CON ESTA AGENDA, POR FAVOR LLAME A NUESTRA OFICINA AL (310) 562-3268.

PROCESS FOR RECONSIDERATION

The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place immediately following the original action or at the next regular meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and Take an Action.

If the motion to reconsider an action is to be scheduled at the meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a {Proposed} Action should the motion to reconsider be approved. A Board member who has previously voted on the prevailing side of the original action taken can only make a motion for reconsideration.

If a motion for reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Brown Act.

PROCESS FOR FILING A GRIEVANCE

Any grievance by a Stakeholder must be submitted in writing to the Secretary of the Board of Directors. The Secretary shall then within no more than 30 days refer the matter to an ad-hoc grievance panel comprised of 3 Stakeholders who are randomly selected by the Council Secretary from a list of Stakeholders who have previously expressed an interest in serving from time to time on such a grievance panel. The Secretary will coordinate a time and a place, not to exceed 10 days, for the panel to meet with the person(s) submitting a grievance and to discuss ways in which the dispute may be resolved.

Thereafter, a panel member shall promptly prepare a written report to be forwarded by the Secretary to the Board to be heard at the next board meeting outlining the panel's collective recommendations for resolving the grievance. The Board of Directors may receive a copy of the panel's report and recommendations prior to any meeting by the Board, but the matter shall not be discussed among the Board members until the matter is heard at the next regular meeting of the Board pursuant to the Ralph M. Brown Act.

This formal grievance process is not intended to apply to Stakeholders who simply disagree with a position or action taken by the Board at one of its meetings. Those grievances can be aired at the Board meetings. This grievance process is intended to address matters involving procedural disputes, e.g., the Board's failure to comply with the Board's Rules or Bylaws, or its failure to comply with the City's Charter, the Plan, local ordinances, state law, and/or federal law.

In the event that a grievance cannot be resolved through this grievance process, the complainant has the right to appeal the matter to the Department of Neighborhood Empowerment for consideration or dispute resolution.