

NORTH HOLLYWOOD WEST NEIGHBORHOOD COUNCIL

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Sriwong Koziel Willie Lewis
Lorraine Matza Dario Svidler
Vincent Stamboni Kent Stewart

Executive Committee Meeting AGENDA

Monday, December 05, 2011

7:00p.m.

**James Madison Middle School Faculty Lounge
13000 Hart Street | North Hollywood, CA 91605**

The public is requested to fill out a **Speaker Card** to address the Board on any item of the agenda prior to the Board taking action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 3 minutes per speaker, unless waived by the presiding officer of the Board.

Agendas are posted for public review at: **Saticoy Elementary School**, 7850 Ethel Avenue, North Hollywood; **Valley Community Clinic**, 6801 Coldwater Canyon, North Hollywood; **Valley Plaza Library**, 12311 Vanowen Street, North Hollywood; **San Fernando Valley Rescue Mission**, 13422 Saticoy Street, North Hollywood; **El Pollo Loco**, 12643 Sherman Way, North Hollywood.

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 accommodation 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 Department of Neighborhood Empowerment at (213) 485-1360 or by e-mailing NCsupport@lacity.org.

ALL ITEMS ON AGENDA ARE SUBJECT TO DISCUSSION AND POSSIBLE ACTION.

1. Call to order and roll call
2. General public comment on items not listed on today's agenda (3 minutes per speaker)
3. Approve minutes of the Executive Board meetings of June 16 and July 7, July, 11, 2011
4. Discussion - Filling vacant council seats
 - a. Quorum Issues
 - b. Seat category distribution
5. Discussion - Address the commitment to the preparation of sidewalk letters and petitions
6. Discussion – Committee Status Review and necessary Standing Rules or Mission/Vision Statements
 - a. Minimum requirements for Committee minutes
 - b. Standardization of tracking records

***NoHoWest NC – Executive Committee –
AGENDA (cont.)***

7. Stakeholder communication strategy
 - a. E-mail strategy
 - b. Website purposes
8. Discussion - Expediting development a Neighborhood Council Logo
9. Review the following for topics at the next NC General Board Meeting:
 - a. Discussion - Purchase refrigerator magnets with selected Neighborhood Council Logo for outreach per previously submitted estimates in an amount not to exceed \$150
 - b. Discussion and possible action: Rent a mailbox/address for NoHoWest. Maximum expenditure \$300 per year
 - c. Neighborhood Council correspondence.
 - d. Discussion and possible action: Purchase/lease (registration and mapping of) domain name of NoHoWest.com or NoHoWest.org for current NHWNC.wordpress.com website in order to correct the presently inaccurate moniker including continued site access with an amount not to exceed \$50/year.
 - e. Presentation and Discussion: DONE's proposed changes to Neighborhood Council election process
 - f. Discussion – Contribution to the Saticoy School Library to honor former Principal Roger Avilla for efforts supporting the development of the North Hollywood West Neighborhood Council
10. Discussion - Items not list on this agenda for Inclusion on the Dec. 14 General Board meeting agenda
11. Committee member comments on non-agenda items
12. Adjournment

Please be advised that the bylaws of the North Hollywood West Neighborhood Council provide a process for reconsideration of actions as well as a grievance procedure. For your convenience, the bylaws are available during every meeting. In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the Committee in advance of a meeting, may be obtained from the NoHoWest NC's Executive Committee.