

Minutes of Special Meeting
STNC Executive Committee
Feb. 11, 2005 – 10:30 a.m.
Denny's Restaurant, Tujunga

Meeting called to order at 8:30 a.m. by Cindy Cleghorn, Chairman. Nina Royal, Marianne Brown and Deborah Ray in attendance. Absent Jeannine Crowley.

Purpose of this meeting: Discussion/Action regarding Standing and Ad-Hoc Committee objectives.

Rules Committee (ad-hoc committee)

Members: Nina Royal, Chair; Ed Rock, Shirley Kellstrom and Deborah Ray

Objective: Pull all existing or believed to be existing standing rules. Committee to review and compile with new set. Bring to full STNC board for final review and vote.

Timeline:

February 8, 2006 – Committee appointment begins

March 8, 2006 – Committee status report to STNC board

April 12, 2006 – Committee recommendations voted on by STNC board.

All meetings to have an agenda posted 72 hours in advance of the meeting as required by the Brown Act, sign-in sheet available, and have notes (minutes) turned in to the STNC office following each meeting.

Bylaws Committee

Members: Mark Seigel, Chair; John Waters, Shirley Kellstrom and Deborah Ray

Objective: Request most recent draft of STNC bylaws that is either on file at the STNC office or with John Waters. Committee to review and discuss new recommendations. Bring to full STNC board for final review and vote.

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Safety Committee

Members: Nina Royal, Chair; Deborah Ray, Mark Seigel and Saro Minassian

Objective: To request Safety Committee bring their objective to the next STNC full board meeting.

Timeline:

February 8, 2006 – Committee appointment begins

March 8, 2006 – Committee status report to STNC board

This committee is not required to adhere to the Brown Act requirements unless a stakeholder attends. Should this occur: All meetings to have an agenda posted 72 hours in advance of the meeting as required by the Brown Act, sign-in sheet available, and have notes (minutes) turned in to the STNC office following each meeting.

Communications Committee

Members: Jeannine Crowley, Chair; Deborah Ray and John Blue

Objective: To handle Public Relations. Do Marketing and Advertising for the STNC. Begin by reviewing all communication tools and procedures so that a schedule and budget can be implemented and revised as necessary (with review and over site from the board) and so that future boards have an up and running procedure in place to maintain continuity with board transitions.

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April 12, 2006 – Committee recommendations voted on by STNC board.

Grievance Committee

Members: Shirley Kellstrom and Ed Rock

Objective: To review any and all grievances received by the STNC as quickly as possible and in accordance with the STNC Bylaws.

Timeline: as needed

Meeting adjourned at 11:00 a.m.

Minutes taken by Deborah Ray, Recording Secretary