

Sunland-Tujunga Neighborhood Council
Minutes of Special Meeting held January 29, 2006 at 10 a.m.
North Valley City Hall, 7747 Foothill Blvd., Tujunga, CA

A special meeting of the STNC board was called to order by Chairman, Cindy Cleghorn, at 10:05 a.m. for the purpose of STNC 101 board training.

Attendees: Cindy Cleghorn, Chairman; Nina Royal, Vice Chairman; Marianne Brown, Treasurer; Deborah Ray, Recording Secretary; Jeannine Crowley, Corresponding Secretary; David Cain, Dist. 3; Victor Castro, Dist. 1; Joan Slater, Dist. 2; Dan McManus, Dist. 4; Myrna Grijalva, Dist. 4; Saro Minassian, Business Rep; George Powell, Youth Rep; Mark Seigel, Scouting Rep; Michelle Sahfran, Education Rep; John Blue, Communications & Media Rep; Ed Rock, Logistics Manager; Elsa Waters, STNC 101 Facilitator.

Public Comments: Education and Outreach meeting to be held on Saturday, Feb. 25 at NVCH.

Cindy introduced Elsa Waters to convene STNC 101, a workshop training and discussion on the following topics:

- **Team Building**
- **Building a Team Charter**
- **Conflict Resolution**
- **Servant Leadership**
- **What You Need to Know: The following is a list of items discussed and who will be responsible for getting the information, and timeline back to the board:**

- 1) Job description – In Progress – Finalize in one month – Jeannine Crowley
- 2) Roberts Rules and How to Make Motions – Shirley
- 3) Governing Material – DONE, BONC, all Bylaws, etc. (Level of protection) -- Christine Jerian has DONE board books – schedule 30 minute training including Brown Act training video tape.
- 4) Contact Info and Quick Availability – Ed Rock, Committee Reps
- 5) Plans pertaining to community: Community Plan, Foothill Blvd. Corridor Specific Plan, Scenic Preservation Plan – schedule presentation (15 min) – already available in STNC office.
- 6) Terminology (example: FBCSP, EIR, etc.) – List on website – Nina Royal, Jeannine Crowley
- 7) List of City Contacts – “Go To” List – Ed Rock, Michelle Sahfran
- 8) What is communication process?
Identify points of contact and develop process – Cindy Cleghorn
- 9) STNC board meeting with Councilmember Wendy Greuel bi-monthly
- 10) Citywide Issues – Resources include the Valley Alliance of Neighborhood Councils, Citywide Alliance of Neighborhood Councils, City Council and City Committee agendas.
- 11) Know the STNC boundaries and needs of that area – Ed Rock
- 12) Authority and authority limits of STNC Board members, level of responsibility (see 3 above).

How can we improve the STNC?? Each board member was given up to 5 for the items below. The items receiving the most votes are at the top.

1. Communication Tools: T.V., Internet, Newsletter, E-mails, Newspapers, Big Sign - Jeannine and Outreach
2. Participate in and support all community events
3. Intelligent discussions of issues before vote - Shirley
4. Include: *2 sided summary of motion/or transparency; *Pros and cons; *Stakeholder Discussion
5. Community Education - Outreach & Communication
Prepare a package of "Why should they care?" Road Show & Options
6. Utilize Community Impact Statement - Dan
7. Food
8. Dances and Parties - Outreach
9. Voting Cards for straw votes and Board votes - Mark Seigel & Michelle Sahfran
10. Color coded name tags for attendees by districts - Mark Seigel & Michelle Sahfran
11. Student Intern - George Powell
12. Improve Signage - Logistics
13. Goal - Over 2,000 votes in next STNC election
14. Calendar of Events - Recording Secretary
15. Sponsor new events (i.e. Camp Ibarra)
16. Transportation - S-T shuttle, transportation to meetings - research - Logistics
17. Handicap Parking Options - Logistics
18. Farmers Market - Outreach
19. Changes to Bylaws/Elections - Bylaws and Elections Committee
20. Meeting Structure - Cindy, D.R.
21. Blog/Forum - Mark
22. Additional and New Marketing - Outreach and Communications
23. Advertise meeting early and often - Jeannine
24. Tables for District and Group Reps (Bring your own)
25. Be on time and Stay seated
26. Standing Rules
27. Charter

The board will meet again within 30-days to complete their Team Charter and updates on the above tasks.

Meeting adjourned at 2:35 p.m.

Minutes taken by Deborah Ray, Recording Secretary