

Alisa Clairet

Daniel Davis

Dawn Jacobs

Jaycynda Trifone-Woodruff

Jess Lewis

Joshua Jeffrey

Kelly Rose

Kevin J. Davis

Laurie Thoms

Michael Carpenter

Sharon Washington

Foothill Trails District  
Neighborhood Council



## **FOOTHILL TRAILS DISTRICT NEIGHBORHOOD COUNCIL RULES AND ELECTIONS COMMITTEE MEETING MINUTES**

**March 27, 2017, 7:00 PM TO 9:00 PM  
FTDNC OFFICE**

**9747 Wheatland Ave, Shadow Hills, CA**

Regularly scheduled meetings will be the last Monday of each month at 7pm

### **Administrative Tasks** (10 minutes)

1. Call to order and the Pledge of Allegiance.  
*Meeting was called to order by Chair at 7:45 PM.*
2. Roll call, attendance report and declaration of a quorum  
*Kevin Davis and Joshua Jeffrey were in attendance. Jaycynda Trifone-Woodruff was excused. Chair declares quorum.*
3. Opening comments by the Chair. *N/A*

### **Reports and Announcements** (20 Minutes)

*(Reports and brief presentations only. For any detailed or lengthy questions, please follow up with the presenter outside so meeting may proceed as scheduled. Thank you.)*

4. Reports by Public Representatives.
  - a) Government officials or representatives. *None in attendance*
  - b) Other community groups. *None in attendance*
5. Committee Reports (**Max 5 minutes each**). *None noted*
6. Representative Reports (**Max 5 minutes each**). *None noted*
7. Public Comment (Presentations are limited **to non-agenda items whose subject(s) fall under the Committee's jurisdiction.**). *None noted*

### **Rules and Elections Committee Items** (80 minutes)

8. Welcome stakeholders who wish to join the Rules and Elections Committee. *None Noted*
9. **Presentation/Discussion/Possible Action** to recommend additions, modifications, or deletions to the FTDNC Bylaws. *No recommendations noted. No action taken, item Tabled.*
10. **Presentation/Discussion/Possible Action** to recommend additions, modifications, and deletions to the FTDNC Standing Rules. *No recommendations noted. No action taken, item Tabled.*
11. **Presentation/Discussion/Possible Action** to develop a forum or procedure for discussion on City action, like Council Files, ordinances, department policy changes, that are outside normal Committee jurisdiction. *No action taken, item Tabled.*

12. Items from the floor. *The Chair made the committee aware that the Neighborhood Council was sent a summons in an upcoming court case involving a land use issue within the council's community. Kevin Davis, FTDNC President and committee member, would contact the City Attorney Office for further advice.*

**Housekeeping** (10 minutes)

13. **Presentation/Discussion/Possible Action** to amend and/or approve any outstanding Rules and Elections Committee Meeting Minutes. *February's Minutes were unavailable at the meeting. No action taken, item **Tabled***
14. Final Comments. *N/A*
15. Adjournment **Motion (Joshua Jeffrey, Seconded by Kevin Davis): I move that we adjourn the meeting 2 Yes, 0 No, 0 Abstentions. Motion carries. Jaycynda Trifone-Woodruff not present for vote. Meeting adjourned at 8:13 PM**

PREPARED BY: Joshua Jeffrey

CHAIR SIGNATURE: \_\_\_\_\_

**PUBLIC ACCESS TO MEETING DOCUMENTS** - Agendas are posted for public review at the FTDNC Headquarters, 9747 Wheatland Avenue, Shadow Hills, CA and on the FTDNC.org webpage. You can also receive agendas via email by sending a request to be added to FTDNC email blast to [foothilltrails@gmail.com](mailto:foothilltrails@gmail.com) and/or by subscribing to the L.A. City's Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: [FTDNC.org](http://FTDNC.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Kevin J. Davis, Board President via email at [president@ftdnc.org](mailto:president@ftdnc.org)