



**Sun Valley Area Neighborhood Council**  
**Executive Board Meeting**  
**On**  
**Tuesday, July 27, 2010**  
**7:00pm – 8:30pm**



**Sun Valley Area Neighborhood Council Office**  
**9000 Sunland Blvd. Suite "A"**  
**Sun Valley, CA 91352**

Board Member	Title	Status
Angelica Dueñas	President	Present
Imelda Padilla	1 <sup>st</sup> Vice President	Present
Mike O’Gara	2 <sup>nd</sup> Vice President	Present
Robert Lim	Treasurer	Present
Julie Monroy	Secretary	Present

**ITEM 1: Call to Order, Please of Allegiance**

- Angelica Dueñas called the meeting to order at approximately 7:17 p.m.

**ITEM 2: Roll Call**

- Angelica Dueñas took roll

**ITEM 3. Approve previous Executive Board Meeting minutes. (MONROY)**

Minutes were unanimously approved.

**ITEM 4. Discuss Code of Civility (O’GARA)**

Mike suggested that the Code of Civility should be read at the beginning of each meeting.

Julie will make more copies to put in the board members folders.

**ITEM 5. Discuss Responsibilities (O’GARA)**

- An email was sent out by Mike with an attachment of the Responsibilities of each executive board member and board members.
- A copy was distributed.
- It was suggested by Julie, that the president to create a schedule of monthly responsibilities for the board members. This would help with the set-up and clean-up of each board meeting.
- Mike suggested that the board elected a back-up secretary and treasurer

**ITEM 6. Discuss Agenda: Spanish and English (O’GARA)**

Angelica will be translating the Agenda into Spanish

**ITEM 7. Clarify the names of Committee Members from last meeting (O’GARA)**

As voted in the July Board meeting, the committees stand as follow:

- Community Affairs Committee
  - Danny Berajo – Chair
  - Angelica Dueñas, Karina Garcia Valles, George Dahlquest, Susan Barlett, Imelda Padilla
- Budget and Finance Committee
  - Robert Lim – Chair
  - Julie Monroy, Mike O’Gara, Carmen Perez
- Bylaws Committee
  - Art Kalatarian – Chair

- Angelica Dueñas, Monica Vacas

**ITEM 8. Discuss participation of SVANC in Health fair at Sun Valley Clinic on Sherman Way and Fair**

Angelica will include in the August Agenda an action item for SVANC's participation in the health fair, per Mike's request.

**ITEM 9. Check Budget in new mandated format from DONE**

Robert will change the format of SVANC's current budget to it complies with that of DONE.

**ITEM 10. Discuss Committees (PADILLA)**

Same information as that of Item 7

**ITEM 11. Discuss vacancies on the board. (DUENAS)**

The only vacancies on the board are:

- Senior Advocates Category – two,
- Business/Property Owner Category – one
- At-Large Category – one

Julie will contact those on the alternate list and check if they qualify for either the Business/Property and At-Large categories. Application for the Senior Advocates seats were reviewed and suggested for confirmation at the August Board meeting.

**ITEM 12. Discuss Business Cards (LIM)**

- Robert suggested that business cards to be created for the following:
  - Executive Board
  - Committee chairs and members
  - A generic one for board members to write-in their names.
- Julie will check on the turnaround time if they are order through the city's print shop.
- Mike suggested that the maximum order per person should be no more than 250.
- All business cards should include meeting time and place as well as our website address.

**ITEM 13. Discuss T-Shirts (DUENAS)**

- Angelica went to many vendors in Sun Valley. The cheapest one was Curly & Spike. She suggested heather gray for the color.
- Mike would like to include the quote "community Volunteer" in the back of the T-shirt. It was unanimously approved.

**ITEM 14. Discuss organizing a "mixer" for the new SVANC. (PADILLA)**

Per Imelda's request, an action item will be included in the August agenda for an informal SVANC mixer.

**ITEM 11: PUBLIC COMMENT**

NONE

**ITEM 12: Adjournment**

Meeting was adjourned at 9:13pm unanimously