



## **SANTA MONICA CANYON CIVIC ASSOCIATION**

### **AGENDA**

#### **Santa Monica Canyon Civic Association Board Meeting**

#### **Gallery Room – Rustic Canyon Recreation Center**

**Tuesday, March 13, 2012 - 7:00 P.M.**

1. Introductions.
2. Approval of Minutes from meeting of February 7, 2012.
3. Treasurer's report.
4. President's report.
5. Annual Meeting Final Planning – see attached
6. Newsletter Update.
7. Rustic Canyon Park Projects.
8. Facebook, Web Site and Canyon Communications.
9. Welcome Wagon update.
10. Other Business.
11. Adjourn.

***Next meeting; April 10, 2012***

My Documents \ SM Civic Association \ Agenda 02-07-12 \ Friday, March 02, 2012

SANTA MONICA CANYON CIVIC ASSOCIATION  
**D R A F T** ANNUAL MEETING PLANNING – MAY 8, 2012

Task	Who	Status
Notification / Announcements		GW to prepare flyers
✓ E/Snail mail notifications	George Wolfberg	
✓ Flyers to Community	Post 4/29 ?	All to assist
✓ Signs at Intersections	Isabelle Mizrahi	
✓ Press Release to <i>Post</i> , <i>Mirror</i>	?	
Secure Room / Banner set up	A Bergman	Reserve Gymnasium
PA system / lectern / Mikes	Jackie Koci	
Check in of members / ballot hand out / other hand outs	Leslie Hope, D. Forrester, Q Fleming, CZ Winter, L Bittan, Sharon Kilbride [name tags]- Lucinda Mittleman	Prepare check-in list at last moment, have extra dues envelopes available / board name tags [GW]
Program must haves:		
✓ Board Nominations	R. Relfe	GW: ballot box, ballots
✓ Ballot Counting	N. Cowie, Chris Hough	
Program elements		Lisa Bittan, M. Wexler, C. Moore
✓ Officer Moore	Public Safety	
✓ President's Report	GW	To be put on table
✓ Token speaker gifts	Mike Deasy	
Set up / Refreshments /Decorations – <b>all help at 6:30 to set up chairs/tables</b>	Cookies, or??: B Bronstein, D Forrester, J Golden, Water:	GW, MW, EZ –Pots for Coffee and for hot water GW heavy duty extension cord
Nine tablecloths	????	
M/C	?	
Order of Program	Business items first	
Display items???		
✓ Grove Photo Display	Sara Jane Boyers	
✓ Historical Society Photos	? set up	GW to bring
✓ Emergency Preparedness	J Graves, I Mizrahi	
✓ Park Activities/PAB	J Koci	
✓ Leaf Blower Display	ZAP LA	D Wolfberg
✓ Canyon History Book sale	Village Books ??	
<b>Clean up</b>	<b>Everybody</b>	

Up for election this year: Sara Jane Boyers, Chris Casady, Mike Deasy, Quentin Fleming, Dawn Forrester, Judy Golden, Joan Graves, Sharon Kilbride, Chris Moore, Steve Richards, Ron Staake, Marilyn Wexler, Cynthia Winter, George Wolfberg