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|  | City Seal - B&W **Sherman Oaks Neighborhood Council**  **PO Box 5721**  **Sherman Oaks, CA 91413** |  |

**This is a Board Retreat**. In accordance with the Brown Act, no issues of a specific nature

within the jurisdiction of SONC will be discussed at this meeting.

**Saturday, January 12, 2013**

**Sherman Oaks Hospital**

**4929 Van Nuys Blvd.**

**Doctors’ Conference Room**

**AGENDA**

1. Arrival: CONTINENTAL BREAKFAST (8:45 a.m.)
2. Welcome: Jill Banks Barad, SONC President (9:00 )

* What was the vision for the neighborhood council system?
* Brief history and mission of SONC.

1. Self-Introductions (9:15)
2. Overview of what we are going to do today (9:45)
3. Team Building exercise (10:00)
4. Discussion of Officer and Committee Priorities (10:45) Jeff Ebenstein, 1st VP

* The functions and responsibilities of SONC officers and Committee Chairs
* What were your committee’s accomplishments last year?
* Goals and focus for the coming year?

1. Budget: Discussion of budget process (11:15). Howard Katchen, Treasurer

* How and when committees should submit budgets
* Most recent funding updates: Grayce Liu and Howard

1. SONC Procedures and Policies (11:30). Grayce and Jill

* The Board as a governing body, role of committees, terminology.
* Brief overview of the Brown Act, Ethics, Conflict of Interest

( *Ethics Training is required, either online or in- person training)*

* SONC Bylaws, Policies and Procedures.

1. LUNCH (12:15)
2. Brainstorming ideas for new programs and outreach (12:15 through lunch)

* “A Day in the Park” – change of date?
* Senior Forum
* Receptions /”Meet & Greets” prior to SONC Board meetings
* Speakers, Panels
* Other

1. Adjourn (1:30)