

Encanto Neighborhood Community Planning Group (ENCPG)

Election Sub-Committee for March 2018 Election

MINUTES OF MEETING

Valencia Park/Malcolm X Branch Library
5148 Market St. San Diego, CA 92114-2209
Sunday December 10, 2017, 2:30 – 4:45 PM

Member	Seat	Present	Member	Seat	Present
Steve Ward Chair	Encanto	Y	Leslie Dudley	Lincoln Park Membership Secretary	Y
Kwame Oates Vice Chair	At-Large	Y	Marry Young	Alta Vista	Y
Karina Velazquez Recording Secretary	At-Large	N	Shawn Glisson	At-Large	Y
Number of					
	Visitors:	0	Sign in sheet	On file:	Y
Quorum was present	(5 out of 6)	Y	Guest Speakers		0

1. **Call to order and Introductions:** 2:30 p.m.

2. **Communications from the public:** None.

3. **Adoption of the agenda.** Passed (5-0-0)

4. **Action Items:**

A. Elect a Chair for the Election Sub-Committee.

Steve Ward was nominated by Leslie Dudley and seconded. Passed (5-0-0)

A. Reviewed and made changes to election forms:

Reviewed and changed Election Notice, Membership Application and Candidate Application forms. The motion was made to approve the forms by Shawn Glisson and seconded. Passed (5-0-0)

(NOTE: Both application forms to be attached to these minutes as required by Roberts' Rules of Order.)

D. Develop a plan for election hand-out materials for new members and candidates.

The forms sent to members as attachments for them to print and use as handouts.

The forms will be printed by Kwame Oates to distribute at community meetings.

The forms would be placed by the sign-in sheets at every ENCPG meeting, in order to recruit new members. Motion by Kwame Oates and seconded. Passed (5-0-0)

E. Discussed results of emails sent to people on the ENCPG visitor's sign-in sheets 03/17-10/17 and responses of people at community meetings the Election Subcommittee has attended to recruit new members.

On the visitor's sign-in sheets there are only a few people who met the requirement of attending three meeting but they have not responded to emails. There are some people have attended once or twice as well as some interested people at community meeting who may want to run for a seat. However, they would be unable to meet the attendance requirement in time for the March 2018 since ENCPG does not met in Jan. or Feb. due to holidays. To enable these people to run the following recommendation will be made to ENCPG as an Action Item to be put on the agenda. ENCPG should meet on Jan. 29, 2018 and Feb. 26, 2018. Motion by Kwame Oats and seconded. Passed (5-0-0)

F. Assign or reassign ENCPG volunteers to attend community meetings.

ENCPG members have not finished attending all twelve meetings. It was recommended that volunteers continue going to community meetings both before, and after the March election to encourage people to become members of ENCPG. Especially if the seats are not all filled in March, in fact four may remain unfilled. Therefore, new candidates can run as they qualify for the attendance requirement in the following months. Motion by Leslie Dudley and seconded. Passed (5-0-0)

G. Report names of possible new candidates from community meetings (Zero).

Mr. Glisson thinks that there may be two people from the Rosemont group interested in running, but currently cannot met the attendance requirement. Steve Ward found much interest but no follow up at two Encanto meeting he attended. Khalada Salaam-Al attended two meetings. Mr. Oates attended the Broadway Heights meeting and reported that there were no people interested in running for their seat, nor could any met the attendance requirement. Leslie Dudley found out from Christie Hill that no one from Emerald Hills group is interested in an At-Large seat. As to the Chollas View seat, if Ardell Matthews does not run for the seat, there are no candidates who have applied for it or anyone that can fulfill the attendance requirement. Therefore after the March 2018 election, two community seats (Broadway Heights, Chollas View) and two At-Large seats may remain be empty and the ENCPG would have 12 of 16 seats filled.* Motion by Leslie Dudley to increase efforts to recruit new members and seconded. Passed (5-0-0)

[*NOTE: CURRENT CITY OF SAN DIEGO CALIFORNIA COUNCIL POLICY CP 600 24
 SUBJECT: STANDARD OPERATING PROCEDURES AND RESPONSIBILITIES
 OF RECOGNIZED COMMUNITY PLANNING GROUPS - November 14, 2014

“Section 3. When a community planning group is unable to fill a vacancy within the 120 days, as specified above, and there are more than twelve members in good standing, the group may either leave the seat vacant until the next regular election, or amend its bylaws to permit decreased membership to a minimum of twelve members.

If a vacancy remains for more than 60 days from the time a vacancy is declared, and the community planning group has less than 12 members in good standing, the group shall report in writing the efforts made to fill the vacancy to the City. If, after 60 additional days, the community planning group membership has not reached 12 members, the group will be deemed inactive and the City shall notify the City Council that the community planning group will be inactive until it has attained at least 12 members in good standing. The City shall assist with the community planning group election in the attempt to regain the minimum Policy membership requirement of 12 members. . . .”]

H. Review and accept report of current ENCPG members who will be running for seats.

i. Board members required to run:

Christie Hill (Emerald Hills),
Shawn Glisson (At-Large),
Khalada Salaam-Al (At-Large),
Marry Young (Alta Vista),
Ardell Matthews (Chollas View),
Leslie Dudley (Lincoln Park)

- ii. Resignation letter sent in by:** Andrea Hill (Broadway Heights)
iii. Over-termed: Marry Young (Alta Vista), Ardell Matthews (Chollas View)
iv. Attendance requirement discussed: Ardelle Matthews (Chollas View)
Motion by Marry Young and seconded. Passed (5-0-0)

G. Review election rules and procedures from the ENCPG Bylaws.

Discussed the problem of which bylaws to use, the ENCPG 2008 or Chollas Valley Community Planning Group 2016 or the most recent City Council Policy 600-24. Subcommittee recommended that it is urgent that our new bylaws be passed to comply with the most recent City Council Policy 600-24. Motioned by Steve Ward and seconded. Passed (5-0-0)

H. Election Subcommittee's Report is to presented to ENCPG at the December 18, 2018 meeting. Minutes and Report will be written by Leslie Dudley and Shawn Glisson. Motion by Chair Steve Ward and seconded. Passed (5-0-0)

6. New business:

A. A change to ENCPG Bylaws. To change the length of terms for neighborhood and At-Large seats from two years to three years. This change would also change the limit of years served eight to nine years. It would help kept ENCPG from experiencing current membership problems and aid in recruitment of new members. All discussed and agreed that this recommendation should be presented to ENCPG for as an Action Item to be put on the agenda. Motion by Leslie Dudley and seconded. Passed (5-0-0)

B. Plans for publicity for ENCPG and elections was discussed. Possible ways to get news stories, and help from government officials. One such topic presented for consideration was the poor priority received by Encanto for roadway improvement. Motion by Shawn Glisson and seconded. Passed (5-0-0)

7. Date for the next meeting(s).

January 8th proposed for consideration. To be determined after the ENCPG Dec. 18, 2018 meeting. Motion by Marry Young and seconded. Passed (5-0-0)

8. Adjournment: 4:45 p.m. Motion by Marry Young and seconded. Passed (5-0-0)