



MINUTES
Inter-Neighborhood Council Organization (INCO)
Executive Board Meeting
Wednesday, June 14, 2023

A. ROLL CALL

At 6:00 p.m. Chair Diana Velzy called the meeting to order in the Closed Session Conference Room in Council Chambers. Present were: 1st Vice-chair Jack Villa (**attended remotely**), 2nd Vice-chair Amanda Meere, and 4th Vice-chair Sofia Vega.

3rd Vice-chair Christopher Bissonnette was absent.

B. APPROVAL OF MINUTES May 10, 2023

Motion by 2nd Vice-chair Meere, seconded by 4th Vice-chair Vega. Minutes of May 10, 2023, approved as presented.

C. PUBLIC COMMENTS Public Comments were received by:

None received.

D. OLD BUSINESS

- 1.SUBJECT: Update from the INCO Subcommittees on Bylaws and Neighborhood
RECOMMENDATION: That the INCO Executive Board receive update, followed by discussion

The 1st Vice-chair reported that the Via Marina neighborhood council is having an election meeting tonight. Approximately six neighborhoods have been activated in the last year.

- 2.SUBJECT: New INCO Subcommittees on Arts, Budget, Governance, Parks, Public Safety, and Transportation
RECOMMENDATION: That the INCO Executive Board discuss the status and scope of the new INCO subcommittees

The 2nd Vice-chair provided an update. Discussion ensued among the Board.

E. NEW BUSINESS

- 1.SUBJECT: Future of the INCO
RECOMMENDATION: That the INCO Executive Board discuss the future of the INCO

Chair Velzy moved this item to the end of the agenda.

Chair Velzy began the discussion on INCO achievements. Discussion ensued among the Board.

- 2.SUBJECT: New Chairs and INCO Members

RECOMMENDATION: That the INCO Executive Board discuss the process and planning of training new INCO Neighborhood Chairs and members on INCO Bylaws and conducting meetings

Chair Villa left the meeting at 6:24 p.m.

Discussion ensued among the Board. Topics included Brown Act, Robert's Rules of Order, updating the INCO's website, and mandatory training sessions with certificates of completion.

3.SUBJECT: INCO General Membership Meeting

RECOMMENDATION: That the INCO Executive Board set the agenda for the next INCO General Membership meeting

Disaster preparedness - August

INCO subcommittees - August

Updating of park signage; park improvements; status of replacing items; bathrooms - October

Community Services - what are they doing for each neighborhood - October

A motion was made by 2nd Vice-chair Meere and seconded by 4th Vice-chair Vega for the INCO General Membership to go dark in July 2023 and resume in August 2023. Approved unanimously.

F. EXECUTIVE BOARD REPORTS

Chair Velzy - new neighborhood council in Via Marina

4th Vice-chair Vega - important information for neighborhood councils should be placed on the new City website when it launches

G. FUTURE AGENDA ITEMS

Discuss results of phone calls to Chairs

H. ADJOURNMENT

Without objection, Chair Velzy adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Adam Smith
Executive Secretary