



MINUTES
Inter-Neighborhood Council Organization (INCO)
Executive Board Meeting
Wednesday, September 14, 2022

A. ROLL CALL

At 7:03 p.m. Chair Tai Hartley called the meeting to order in Downtown Library Meeting Room A. Present was: 4th Vice-chair Jack Villa. At the beginning of the meeting, there was not a quorum.

At 7:06 p.m., 1st Vice-chair Diana Velzy entered Library Room A.

B. APPROVAL OF MINUTES August 10, 2022

Motion by 4th Vice-chair Villa, seconded by 1st Vice-chair Velzy. Minutes of August 10, 2022, 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 Activations
RECOMMENDATION: Receive update, followed by discussion

4th Vice-chair Villa gave an update on the Neighborhood Activations. The subcommittee is starting to make real progress. 1st Vice Chair reported Cal Gisler now has the full executive board.

1st Vice-chair Velzy gave a Bylaws Subcommittee update, including the need to agendize with the General Membership the possibility of not allowing City employees to serve on the INCO.

E. NEW BUSINESS

1. SUBJECT: INCO-Sponsored Fall Election Forum
RECOMMENDATION: That the INCO Executive Board discuss the planning of the INCO-Sponsored Fall Election Forum

Discussion ensued amongst the E-Board.

2. SUBJECT: Promoting the INCO
RECOMMENDATION: That the INCO Executive Board discuss the update to the City's General Plan

Discussion ensued amongst the E-Board. Among the topics covered was an INCO table at the PD Halloween event. Project Manager Samantha Shapiro advised the E-Board on upcoming events and will have to get back to Chair Hartley on insurance requirements for attending events.

Staff needs to research if there is a Neighborhood Services budget for outreach materials, such as utility bill inserts, and other items, such as magnets.

3. SUBJECT: INCO General Membership Meeting
RECOMMENDATION: That the INCO Executive Board discuss the time and date of the next INCO General Membership Meeting

Discussion on City staff participating in neighborhood councils and whether to disallow City employees from serving on neighborhood councils. 1st Vice-chair Velzy will follow up with City Attorney's office.

Issues with Oxnard Airport and its impact on the community surrounding the area, specifically touch and go landings; presenting the issues to the membership, presentation from a special guest.

Presentation from Dignity Health.

4. SUBJECT: Neighborhood Council Digital Communications Guidance
RECOMMENDATION: That the INCO Executive Board receive a verbal report on the new Neighborhood Council Digital Communications Guidance document from Project Manager Samantha Shapiro

The Project Manager gave a report on digital communications.

F. EXECUTIVE BOARD REPORTS

None.

G. FUTURE AGENDA ITEMS

None.

H. ADJOURNMENT

Without objection, Chair Hartley adjourned the meeting at 7:56 p.m.

Respectfully submitted,

Adam Smith
Executive Secretary