



Roseville Coalition of Neighborhood Associations

1911 Douglas Blvd., Suite 85-370, Roseville, CA 95661 916-248-4878 www.rcona.org

General Board Meeting Agenda

Thursday, Oct 16, 2014

7:00 p.m.

Martha Riley Community Library, Meeting Rooms
1501 Pleasant Grove Blvd., Roseville, CA 95747

- | | | |
|-------------|---|--------------|
| 7:00 | Call to Order / Approval of Minutes + Presentation of Treasurer Report | Werner Kuehn |
| 7:02 | Open Public Comment - For items NOT ON agenda | |
| 7:05 | Round Table | NA Reps |
| 7:30 | Agenda Items | |
| | 1. Neighborhoods | Werner Kuehn |
| | a) Cherry Glen / Theiles Manor NA – Activation (vote) | |
| | b) Westpark and Fiddymont Farms NA - Split | |
| | 2. “New” RCONA Code of Ethics (possible vote) | |
| | 3. Roseville Neighborhood Conference March 2015 | |
| | 4. Community Events (Listed Below) | |
| 8:15 | Executive Board – Nomination Committee (vote) & Election Process | Werner Kuehn |
| | Final Comments | |
| 8:30 | Adjourn | |

Dates to Remember

- | | |
|------------|---|
| Wed Oct 29 | Downtown “ <i>Family Fun Night</i> ” - Vernon St Town Square 4 PM |
| Sat Nov 1 | Fire Station 4 - Maidu - Open House - “ <i>Cooking Safely</i> ” 10 AM |
| Thu Nov 6 | RCONA EBoard - Alta Manor 7 PM |
| Thu Nov 20 | RCONA General Meeting - Martha Riley 7 PM |
| Sat Nov 22 | Downtown “ <i>Holiday Parade</i> ” - Vernon St to Folsom Road 10 AM |
| Sat Dec 13 | RCONA “ <i>Santa in the Park</i> ” - Mahany Sports Center 3 PM |



Roseville Coalition of Neighborhood Associations

GENERAL BOARD MEETING MINUTES

Thursday, September 18, 2014 – 7:00 p.m.

Martha Riley Community Library, Meeting Rooms, 1501 Pleasant Grove Blvd., Roseville, CA

Call to Order/Introductions/Roll Call

The Regular monthly meeting of the RCONA Board was called to order by President Werner Kuehn at 7:03 p.m.; Vice President Jim Kidd, Secretary Sue Hallahan-Cook, and Treasurer Beverly Lund also attending.

Recognized Active Neighborhoods					
Association	P/NP	Representative/Alt	Association	P/NP	Representative
Maidu	P NP	Jim Kidd Dave Steele (Alt)	South Cirby	P NP	Colleen Cole Stephen Costello (Alt)
Cirby Ranch	P	Tracy Mendonsa	Meadow Oaks	P	Maxine Sarmiento (Alt)
Cresthaven	NP	Larry Bergeron	Hillcrest	P NP	Bill Williamson Darby Anderson (Alt)
Folsom Road	P	Werner Kuehn	Vineyard	P NP	Susie Philipp Jerry Foster (Alt)
Los Cerritos	P NP	Mark W. Smith Guy Schroeder (Alt)	Foothills Junction (in process)	NP	Marylynn Norman
Woodcreek Oaks	P P	CJ Jawahar Guru Niyam Seyl	Quail Glen	P	Elfi Sotomayer
Pleasant Grove	NP NP	Scott Alvord Kevin Schroyer (Alt)	Highland Reserve	P NP	Judy Saint Maureen Maresca (Alt)
Stoneridge	P NP	Bonnie Wachter Cathy Fitzgerald (Alt)	Junction West	NP P	Elizabeth Bunker Cindy Cygan (special)
Blue Oaks	P P	David Larson April Marskell (Alt)	Stanford	P	Beverly A. Lund
WestPark- Fiddymont Farm	P P	Sue Hallahan-Cook Loren Cook (Alt)	Cherry Glen -Theiles Manor (in process)	P NP	Cindra Patrick Melinda Hawkes (Alt)
Other					
Roseville Heights	NP	Lori Ennis	City-Neighborhood Services	NP	Megan MacPherson
Sun City	P	Rodger Page	Roseville Police & Fire	NP NP	Rob Baquera Sgt. Josh Simon
Kaseberg	P	Elissa Schrader	Environmental Utilities	P NP	Sean Bigley Ed Kriz
			Roseville Electric	NP NP	Vonette McCauley David Bradford (Alt)

Guests present: Joan Williamson and Lisa Morris (Hillcrest), Donald Sapp (CGTM), Kathy Johnson (Highland Reserve). Brennan Huus (WFFNA), Roger Wachter (Stoneridge), Jean & Jim Dickerman (Sierra Vista NA), Ryan Andrula and Alex Hennagin (City of Roseville).

RCONA Executive Reports

Approval of August 21, 2014 Minutes: Hearing no objections, the president ordered the minutes approved as submitted and placed on file.

Approval of Treasurer's Report: Hearing no objections, the president ordered the Treasurer's Report dated January 1, 2014, to September 18, 2014, placed on file as submitted.

Public Comment: Jim Dieckman of Sierra Vista NA presented a brief introduction and passed out flyers for the 38th International Railfair' Nov. 8 & 9, 2014, Placer County Fairgrounds, Roseville. See more details at www.internationalrailfair.com .

Guest Speakers: Kathy Barsotti of Roseville Parks & Recreation Department gave a 33-minute presentation on the numerous events the City of Roseville has presented over the past year, mainly centered around building up the Town Square. She talked about the results of the Cultural Arts & Entertainment Strategic Plan Steering Committee (including RCONA members Sue Hallahan-Cook and Scott Alvord) , and the success and fiscal impact of events to the City. She also announced the new WiFi connection at the Town Square, and reminded everyone to sign up for weekly notices on the City of Roseville's E-Notify section on the City of Roseville home page.

Round Table

City of Roseville: Sean Bigley distributed flyers for the Free Medication Take-back Day, Sat. Sept. 27th 10 AM- 2PM at 10 locations throughout Placer County. Later, Elissa Schrader mentioned the Free E-Waste Disposal and Shredding Day, Sat. Oct. 18th 9AM-Noon at Maidu Community Center (See the City's website for more info on these events). E-Waste may also be turned in for donation at the Roseville Utility Exploration Center (Mahany) during their regular business hours.

Hillcrest: Bill Williamson said they were reviewing their National Night Out for future ideas.

Stanford: Beverly Lund (RCONA Treasurer) reminded everyone to turn in their NNO Requests for Reimbursement and receipts now, submit to treasurer@rcona.org.

Los Cerritos: Mark W. Smith said he's been following the recent recommendation as to the potential future of the Placer Fairgrounds; and there's been a clean-up of the Washington Blvd./American Speedway area.

Blue Oaks: David Larson said they recently rotated their board positions; he attended a recent Placer Ranch development meeting; the new high school district superintendent will attend their Oct. 16th meeting to discuss district boundaries; and New Meadow Ave. will have closures during the PG&E work extending across Blue Oaks Blvd.

WFFNA: Sue Cook announced there were enough potential candidates submitted to establish two separate NA boards, so the vote to split WFFNA into two separate NAs (Westpark and Fiddymment Farm) will proceed at their Oct. 14th Annual Meeting.

Stoneridge: Bonnie Wachter said they're looking to improve their newsletter, may hold a contest for their info line for the RCONA newsletter Werner previously mentioned.

Cherry Glen/Theiles Manor: Cindra Patrick reported their first newsletter was hand-distributed this past weekend; their activation meeting will be Sept. 25th 6:30 PM at Christian Life Center (location updated).

Technology: Loren Cook gave updates on a few of the development notices recently distributed. [FYI—Megan MacPherson will look into getting those notices sent to RCONA electronically, Loren will coordinate with her.]

Sun City: Rodger Page announced he will be the new RCONA representative attending.

Woodcreek Oaks: Guru Niyam Seyl said they are actively recruiting board members to keep active.

Vineyard: Susie Philipp said they had no recent updates.

Highland Reserve: Judy Saint said a volunteer has been recruiting business sponsors for a magazine type newsletter to go out soon; they will hold their Small Business Expo in November, and she gave updates on development projects she's been following in the area. She attended the Placer Foundation seminar today, but found it was mostly discussion groups and not quite what she had expected (Guru attended also).

South Cirby: Colleen Cole said they are developing a 'sponsorship policy'; and relayed a message that the City's E-notify password program may not be working properly (Sean Bigley said he'd check into it).

Meadow Oaks: Maxine Sarmiento announced that she will be the main RCONA rep (Erin is moving out of the NA); they are working on their newsletter and will hold their next general elections on October 23rd. Their recent spaghetti feed fundraiser was successful (60-70 attendees).

Quail Glen: Elfi Sotomayer announced they have two vacancies on their board, but are recruiting for more members through their newly sponsored newsletter.

Maidu: Jim Kidd distributed his newsletter and invited everyone to attend their annual BBQ and park clean-up at Maidu Park on Sat. Oct. 25th 10 AM at the pavilion area.

Folsom Road: Werner Kuehn said he attended the Downtown Bridge Commission meeting – bridge redesign and moves, bike trail expansion, relocation of Fire Station #1 (see City’s website for more info and plans).

Kaseberg: Elissa Schrader said she’s continuing to distribute City info and flyers about town.

Reports of Officers, Boards, Standing Committees (at beginning of the meeting):

Candidates Forum: Werner and Mark indicated plans are all set for Sept. 23rd at Tower Theatre, doors open at 6PM, all four candidates have accepted to participate; live pre-forum performance by theater group.

Crimestoppers: Mark Smith said the Fun Run was very successful this year; they are looking for new organization members (contact Mark if you know anyone interested).

Family Fun Night: Oct. 29th on Vernon Street sponsored by Downtown vendors (pre-Halloween event) and they expect about 3,500 attendees; RCONA was invited to have a booth and we will distribute Santa in the Park flyers (plus candy). [This is not the same as the City’s Family Fest.]

Santa in the Park: Werner indicated this year will be one-day at Mahany only; Sue gave updates on the plans so far; Sue will send out the Event Planner so members can share more info with their NAs and seek volunteers.

Roseville Neighborhood Conference: Werner announced RCONA’s workshop event currently being researched for March 2015. Sue will send out a brief overview of preliminary research for the event, and ask for volunteers and a chairperson for an event committee and any ideas and suggestions NA members might have.

Code of Ethics: RCONA’s E-Board has created a draft Code of Ethics per the recommendation of our new insurance carrier which says all non-profit organizations should have these for its protection. Our new Directors and Officers (D&O) policy will cover all RCONA board members and all individual NA board members, and this is a measure to ensure all members are in compliance with practices followed by RCONA and good non-profits in general. RCONA reps are asked to share the Code of Ethics with their NAs and bring back feedback from their boards and members to the October meeting for a possible vote to adopt them at that time. Sue will distribute them again to the RCONA reps.

The meeting was adjourned at 8:43 PM.

Dates to Remember:

- Sept. 23— RCONA City Council Candidate Forum—6 PM opening—Tower Theatre
- Oct.9— RCONA Executive Board Meeting @ Alta Manor 7:00 PM
- Oct. 16— RCONA General Meeting @ Martha Riley Library 7:00 PM
- Oct. 29-- Downtown “Family Fun Night” —Vernon Street Town Square

Nov. 22— Downtown “Holiday Parade” —Vernon Street to Folsom Road
Dec. 13— RCONA “Santa in the Park” —Mahany Sports Center

Submitted by Sue Hallahan-Cook, Secretary, 9/20/2014

ROSEVILLE COALITION OF NEIGHBORHOOD ASSOCIATIONS

Treasurers Report

Jan 01, 2014 to Oct 15, 2014

Date	Num	Name	Memo	Deposit	Check	Balance
						11,161.82
01/03/2014	181	Sue Hallahan Cook	Food & Supplies SITP		123.84	11,037.98
01/12/2014		City of Roseville	Business License for Non Profit		1.00	11,036.98
01/12/2014		deposit	Deposit Stoneridge DeActivation	296.10		11,333.08
02/08/2014	182	April Marskell	Craft Supplies SITP Both Days		113.15	11,219.93
02/14/2014	debit	USBank	Analysis Service Charge		60.00	11,159.93
02/16/2014	183	City of Roseville	Movie in the Park Screen Fee		1,200.00	9,959.93
02/16/2014		deposit	Deposit - Denios Sponsorship	300.00		10,259.93
02/17/2014	184	Stoneridge NA	Stoneridge NA - Trust Disbursement		296.10	9,963.83
02/25/2014		deposit	Consolidated Communications Sponsorship	750.00		10,713.83
03/17/2014		deposit	Westpark Sierra Vista Sponsorship	750.00		11,463.83
03/19/2014		deposit	City Of Roseville Sponsorship	750.00		12,213.83
03/19/2014	185	Sue Hallahan Cook	NUSA for Loren and Sue		1,406.20	10,807.63
03/26/2014		Campus Life	6 tickets for Attendance		120.00	10,687.63
03/31/2014	186	Roseville Chamber	Chamber Dues 2014-2015		150.00	10,537.63
04/07/2014	187	Curt Devore	Chili Cookoff supplies		83.65	10,453.98
04/13/2014	188	South Cirby N.A.	Remainder of Escrow Account - now closed		150.06	10,303.92
04/18/2014		deposit	Kazoku, Brookfield, City of Roseville, Maidu-sign	3,116.00		13,419.92
04/21/2014	189	Adelante High School	Senior Lunch		100.00	13,319.92
04/21/2014	190	Woodcreek Oaks N.A.	N.A. Start Up Funds		100.00	13,219.92
04/21/2014	191	Independence High School	Senior Lunch		100.00	13,119.92
04/21/2014	192	Larry Bergeron	Printing Pre Payment		700.00	12,419.92
04/21/2014	193	RennTech.Org	RCONA.org fees		50.00	12,369.92
04/21/2014	194	Philadelphia Insurance Company	Remainder Pymt for 2014		493.00	11,876.92
04/23/2014		deposit	Philadelphia Refund	567.00		12,443.92
05/15/2014		deposit	error from deposit of funds of 150.06	0.06		12,443.98
05/16/2014		Roseville Chamber	Registration for Mark Smith and Sue Cook		99.00	12,344.98
06/09/2014		deposit	Sponsorship Fred Festersen/Coldwell Banker	750.00		13,094.98
06/10/2014		SWANK	Movie Rentals including City of Roseville		3,709.00	9,385.98
06/11/2014		City of Roseville	4th of July Parade Entry		15.00	9,370.98
06/13/2014	debit	USBank	Analysis Service Charge		2.00	9,368.98
06/15/2014		deposit	Sponsorship - To Be	300.00		9,668.98
06/15/2014	195	Sue Hallahan Cook	Gift for City Employee		87.08	9,581.90
06/15/2014	196	Jim Kidd	new address: 1911 Douglas Blvd Ste 85-370 Roseville		165.00	9,416.90
06/15/2014		Void	From Voided Check #190	100.00		9,516.90
06/15/2014		deposit	California Pizza Kitchen Sponsorship	300.00		9,816.90
06/18/2014	197	South Cirby N.A.	N.A. Floating Event Reimbursement		92.04	9,724.86
06/18/2014	198	Sue Hallahan Cook	20 Mesh Safety Vests		68.71	9,656.15
06/25/2014		deposit	Sponsorship Blossom Toffee	300.00		9,956.15
07/06/2014	199	Scott Alvord	NUSA Conference for Scott & Karen		1,207.70	8,748.45
07/13/2014	200	Guru Niyam Seyl	Flyers Woodcreek Oaks NA		37.63	8,710.82
07/18/2014	201	April Marskell	4th of July Parade Float		79.32	8,631.50
07/18/2014	202	Mark W. Smith	4th of July Fun Run Supplies		25.33	8,606.17
08/11/2014		Maxine Sarmiento	Silver Sponsorship	300.00		8,906.17
08/11/2014	203	South Cirby N.A.	NNO Reimbursement		75.36	8,830.81

ROSEVILLE COALITION OF NEIGHBORHOOD ASSOCIATIONS

Treasurers Report

Jan 01, 2014 to Oct 15, 2014

08/11/2014	204	Stoneridge NA	NNO Reimbursement		100.00	8,730.81
08/11/2014	205	Junction West N.A.	NNO Reimbursement		97.69	8,633.12
08/11/2014		City of Roseville	Refund of Swank Movies Order	1,689.50		10,322.62
08/14/2014	206	Curt Devore	Folsom Road NNO Reimbursement		100.00	10,222.62
08/14/2014	207	Sue Hallahan Cook	NNO Reimbursement		93.14	10,129.48
08/14/2014	208	Pleasant Grove N.A.	NNO Reimbursement		68.12	10,061.36
08/22/2014		USBank	Checks Re Order		33.31	10,028.05
08/26/2014	209	AMS	Insurance		1,550.00	8,478.05
08/28/2014	210	Mike Hazen	Cherry Glen/Theiles Manor NNO		100.00	8,378.05
08/28/2014	211	Elfi Sotomayer	Quail Glenn NA NNO		79.05	8,299.00
08/28/2014	212	Pleasant Grove N.A.	Remainder of NNO reimbursement		31.88	8,267.12
09/02/2014		Stoneridge NA	2012 NNO Reimbursement direct transfer		100.00	8,167.12
09/09/2014	213	Steve Mullaney	Highland Reserve NA NNO		100.00	8,067.12
09/15/2014	214	City of Roseville	MITP Fees		670.00	7,397.12
10/03/2014	215	Maidu NA	Maidu NA NNO Reimbursement		100.00	7,297.12
10/03/2014	216	Werner Kuehn	Mark Smith Chamber Luncheon		17.00	7,280.12
10/07/2014		Cherry Glenn NA	Escrow Distribution from Trust - Transfer		651.26	6,628.86
						<u>6,628.86</u>
						<u><u>6,628.86</u></u>



Roseville Coalition of Neighborhood Associations

Code of Conduct and Ethics

Whereas, the Bylaws of the Roseville Coalition of Neighborhood Associations (RCONA) has established the specific purpose and membership requirements of the organization, RCONA has the responsibility to set a standard and level of behavior that is in the best interests of the entire community.

RCONA hereby adopts the following code of conduct, standards of behavior, ethical rules and procedures that are applicable to all Board members, officers, committee members and other volunteers serving the community under RCONA authority and in keeping with RCONA's specific purpose and membership requirements.

I. Personal Conduct

A. Demonstrate the highest standards of personal integrity, honesty, and truthfulness. Show respect and professional courtesy towards all persons at all times. *Any differences of opinion which may arise should be expressed in a clear and business-like fashion in any communication—verbal or written. Do not knowingly misrepresent, mischaracterize, or misquote information received from others.*

B. Renounce harassment of another person. *Do not use language that is abusive, threatening, obscene, or slanderous, including profanities, insults, or other disparaging remarks or gestures. Personal attacks against other people or property are not consistent with the best interests of the community.*

C. Do not discriminate against individuals or groups on the basis of race, religion, color, gender, sexual orientation, age, disability, national origin, income, veteran/military status, political affiliation, or any other status or condition protected by applicable state or federal laws. *Treat all individuals with respect at all times, regardless of personal opinion. RCONA endorses federal, state, and local standards guarding against discrimination of others.*

D. Renounce any use of position or personal power to harass another person or in any other way based on that person's religious beliefs, political affiliation, age, national origin, language, appearance, or other personal choices and characteristics.



Roseville Coalition of Neighborhood Associations

E. Do not use religious or faith-based references or personal business logos / email profile signatures on any communications sent solely for NA or RCONA purposes. *RCONA has established free websites and electronic mail accounts for NA usage. This does not preclude a member who is a contributing sponsor from using his/her business logo on the NA newsletter or website, or for correspondence specifically related to his/her sponsorship. Electronic lists established for communications purposes within the NA and RCONA are the property of the NA and RCONA; they should not be considered personal accounts.*

F. Do not solicit or accept, directly or indirectly, any gifts, gratuity, favors or any other thing of monetary value other than those donations directed for the use of the whole NA or RCONA's benefit. *I.E., it would not be appropriate to solicit free rides from a vendor while the general public is paying for that service. This would not prohibit accepting leftover food items that would otherwise be wasted if offered by the vendor.*

II. Duties as Member of NA or RCONA Board Representative

A. Communicate the interests of the NA Board, its membership, and RCONA completely. *It is an important duty of any RCONA or NA liaison to keep the NA and RCONA Board informed of any pending items which might be of potential interest to the community at large, regardless of any personal thoughts or adverse positions on the subjects.*

B. Represent only decisions or opinions of the Board and membership as a whole; do not give personal opinions as representing those of the Board or a committee. *Do not use full board member names on documents or communications unless the content does in fact reflect a decision or opinion of the full board.*

C. Disclosure of Conflict of Interest & recusal. *Whenever a person has a conflict of interest, whether by personal financial interest or when the member's loyalties or actions are divided between the interests of the Association and those of another, he/she must declare that conflict **and recuse him/herself if it seems appropriate to do so.** ~~If the member or a majority of the board feel that the member cannot put that interest aside and make a decision for the best of the Association, the member should recuse himself.~~*

D. Commit to good faith effort to resolve any grievances at the Board level. *Any perceived violation of the NA or RCONA bylaws should be addressed by the NA Board level, demonstrating esteem and deference for colleagues and any member of the public involved. [RCONA does have a Grievance Appeal Procedure as a follow-up measure if needed.]*



Roseville Coalition of Neighborhood Associations

E. Make decisions that are consistent with best interests of the overall Association, and which seek to protect and better the quality of life within the City of Roseville. *Relay information and concerns in consideration of the entire City or community; do not withhold or misrepresent information based on personal interest or opinions on the subject.*

F. Maintain confidentiality of personal and/or confidential information. *With the exception of a current RCONA roster provided to the City of Roseville liaison and Roseville Police liaison officer, personal member information is confidential and not to be released beyond the Board's control unless authorized for a specific purpose. RCONA members may be exposed to information not yet available for public release; and that information should remain confidential until release is authorized.*

G. Technology: Use care with email communications that information of other members is not exposed to outside members. *Except for emails exchanged within a board conversation with the intent for sharing information, use bcc for addresses on outgoing communications. NA Board lists are the property of the NA organization, and should not be shared with any other organization or considered to be a personal email database.*

This Code of Conduct and Ethics is ratified this _____ day of _____, 2014 at an open Board Meeting of the Roseville Coalition of Neighborhood Associations where a quorum of the Board was present and will become effective immediately.

RCONA President

Date

RCONA Secretary

Date

STATEMENT:

I have received, read and agree to abide by the Code of Conduct and Ethics detailed above.

Print Name: _____

Signature: _____

Date: _____