

# NEIGHBORHOOD COUNCIL INSTRUCTIONS 2016 ANNUAL REPORT and 2017 ACTION PLAN

## 2016 Annual Report

1. **We plan to update our by-laws in 2017, most notably looking at conduct and social media policies.**
2. **Submitted as a separate document.**
3. **We are still meeting in the Trimble Hall Forum on the University of Puget Sound campus on the first Monday of each month at 6:00pm. We sometimes meet on the second Monday if there's a conflicting holiday.**
4. Outreach info outlined below...
  - a. **We reach our neighbors in a variety of ways. Our Facebook page has over 1,500 followers. We continue to update and polish our website. The city paid for a postcard mailing (that might have actually arrived in 2017 but was focused on 2016). And we're building an email list. Currently we have some spam issues to overcome, but we plan to sort those out in 2017. We have several hundred emails (collected in 2016 and before) ready to load into an email group.**
  - b. **We've had healthy, not too-rapid turnover of board members. Of the officers in 2016, only one is continuing into 2017. However, of the 2017 officers, only one has never served as an officer before. We are hoping to see some of our newer board members rise into officer positions in 2018.**
  - c. **We promoted board elections repeatedly at meetings and on our Facebook page. Currently, we have only one vacancy on the board, and it was created because of the resignation of a member in December (for work reasons). We expect to appoint someone to fill the last vacancy at our February or March meeting of 2017; there's been interest. It will be the first time in several years that all 15 seats have been full.**
  - d. **We had a two-hour dinner meeting in January to start the year. It was more of a free-wheeling discussion, and some issues were not resolved by the end of it. We are taking a more structured approach to the retreat for 2017. The notes from the 2016 retreat are submitted as a separate document.**
  - e. **Morf Morford, Bea Christopherson, Erica Nelson. I believe we had at least one member in attendance at every CCOT meeting.**
  - f. **Attendance summaries**

Jan-March: 59 Attendees

April – June: 46 Attendees

July – Sept: 82 Attendees

Oct – Dec: 62 (plus 70 attendees at Proctor South SEPA meeting)

\*Neighborhood Council Program supports maximum communication outreach to all board members. Annual report, program communication and contracting information is subject to public disclosure and this should be taken into consideration when private contact information is shared. It is recommended that Neighborhood Council Board Members have a Neighborhood Council email address for the purposes of their public communications.

## 2017 Action Plan

Please provide information on the actions you plan to take in 2017 to meet your Neighborhood Council objectives. **Please include efforts to address items "a" "b" and "c" listed above.** Please be brief, the use of bullet points and an outline format is desired.

We actually have a lot of structures in place that already support a, b and c. We have a committee structure designed to support those efforts, and that committee structure will continue in 2017. For turnover of officers, the Chair for 2017 will be working to mentor other members so they can take over his role. One of our big goals for 2017 is to overcome the spam issues with our large email list.

Our large, coalition-building effort this year will center around the Cushman Substation. But we will also continue to focus on issues like zoning, trees, beautification, and design review. We are also planning to focus on promoting a more positive level of conduct, and part of that effort includes a review of our by-laws.

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