

Neighborhood Associations Council of Clark County

Sept. 12, 2016

Meeting notes

Welcome and introductions: Doug Ballou, Chair

Guest Speakers: None this week

In attendance:

Neighborhoods:		County Staff and Guests:	
Doug Ballou	NACCC, NE Hazel Dell	Marilee McCall	PIO
Art Stubbs	NACCC, Green Meadows	Alex Schoening	CCSO
Sue Lintz	E. Minnehaha/Roads End		
Christy Finnie	Enterprise/Paradise Point		
Bridget Schwarz	Fairgrounds		
Milada Allen	Felida		
Roger Entrekin	Meadowglade		
Dick Clairmont	NE Hazel Dell		
Christie Brown-Silva	Heritage/Sifton		
Ed Frankel	Pleasant Highlands		
Judy Bumbarger-Enright	Sunnyside		
Dan Enright	Sunnyside		
Barb Cabe	Truman		
Ila Stanek	West Hazel Dell		
Barbara Anderson	Parks Advisory Board		

Announcements/Roundtable:

- **Welcome from Doug Ballou:** Doug opened the meeting and there were introductions around the table.
- **Election of Officers:** Election of officers for NACCC is coming up soon. Doug has been checking in with group leaders to see if there's any interest in serving and is creating an open environment for new applicants. Contact Doug or Art if you have questions

Discussion on Neighborhood Newsletters

Doug started a discussion on challenges for the print shop with continued short-staffing. Doug and Art met with Holley Gilbert and Marilee McCall from the county to discuss some potential solutions. Timing is critical with fewer staff members and when 2 or 3 come in at exactly the same time, the county is having a hard time being able to turn the newsletters around in 2-week timeline.

One solution that was talked about and presented to the group is to have everyone turn in their proposed schedule of production and assign a month and week (i.e. 2nd week of October) for submittal so that the county can assure a reasonable production timeline. Another possibility that was discussed was to limit the number of pages for print-outs to 4 pages, as that equals one 11x17 page that is two-sided and can be run through the machine more quickly than two pages, which speeds up production. Some neighborhoods that produce fewer newsletters want to keep the 8-page format because they send it out less frequently. The last discussion was on moving to a standardized format to make sure that there aren't any adjustments needed to fit the printing standards. Neighbors requested that we just let them know the minimum margins and they will make sure that their newsletters are in compliance. They don't want to have limits on the content layout, as long as it is not creating a problem. Marilee will send out a newsletter back page template again (the one with the postage meter info) for those that don't have it.

Newsletter current action plan:

- If publishing the maximum 3 newsletters per year and you want speedier production, County requests to limit to 4 pages to assist print shop in speeding up production and keeping a cap on costs. If sending out less frequently, then 8 pages is limit. Please avoid 6 page format as it is the hardest to produce.
- Neighborhoods to submit their standard annual production schedule to Marilee. She will compile the results and review for any conflicts.

Action Plan:

Action plan will be brought back to NACCC at a later date. Copies of the draft with revisions made last month were distributed for review.

Upcoming candidate forums – develop questions from the group:

Marilee put questions up on screen and group contributed several questions, then the group discussed and took down to 4 questions for each session.

DRAFT of final questions sent out for Bridget Schwarz to wordsmith and finalize prior to the forums. Bridget will forward the final version via email to the group for review a few days after this meeting. **Questions are not listed with these minutes, as they are not to be distributed prior to the debates.*

Ground rules for forum:

- 2 minute introductory and 3 minute closing statements.
- 3 minutes to answer each question. Some standard questions to be developed this evening.
- Every candidate will be asked the same questions and given the same time to answer. No questions will be distributed prior to the forum. All will hear the questions at the same time, at the event.
No shows - take that time and throw it into time at the end for audience participation question cards.
- Question Cards – attendees can write in questions and time at the end for audience's questions. Moderator to take the question cards and categorize them (some questions would be combined)

Meeting Adjourned at 8:45 p.m.

Next meeting will be Oct. 10, 2016 - Clark County Public Service Center - 4700 NE 78th St., Vancouver, WA