

Willard Neighborhood Association Steering Committee Rules & Procedures

Revised Draft – adding items to WNA SC agenda

One of the goals of Willard Neighborhood Association (WNA) is to provide a forum for our community to discuss issues of concern to the neighborhood. To facilitate this discussion, the Willard Neighborhood Association Steering Committee (WNASC) has adopted the following policy regarding adding items to the SC agenda:

First, any WNA member, or SC member, may ask that an item be added to the SC agenda. The item will be considered for the next SC meeting that the member can attend and present their item.

Second, the member wishing to present a new topic, or to revive an older topic, should provide a summary of the issue including a brief discussion of why it is relevant to the neighborhood and how it will affect us. The summary should also contain an idea of what the presenter would like WNA to do about it, as well as any contact information for people who should be made aware that the issue is on the agenda.

Third, items may always be added from the floor at a SC meeting by a majority vote of those WNA SC members present. Times for other items will be adjusted to fit any items added.

Items not covered at a WNA SC meeting will be carried forward to the next meeting and will be slotted to be discussed early in the meeting.