



## OUR AMERICAN FLAG

With so many Americans eager to display their flag we thought you would like a few of the many U.S. flag regulations regarding flag display. You'll find more details at the Boy Scouts of America at [www.bsa.scouting.org](http://www.bsa.scouting.org) and from the Independence Hall Association's website at [www.ushistory.org/betsy/flageti.html](http://www.ushistory.org/betsy/flageti.html). The latter has a very detailed account of American flag laws and regulations.

### Flying the Colors

- ★ The U.S. Flag Code, adopted in 1923 and amended by Public Law 94-344 in 1976, states  
It is the universal custom to display the flag only from sunrise to sunset ... However, when a patriotic effect is desired, the flag may be displayed 24 hours a day if properly illuminated during the hours of darkness.

### Displaying the Flag

- ★ The most common mistake seen lately is improper display of our flag when hanging in a vertical position. When displayed flat, either horizontally or vertically, on a wall or in a window, the union (blue field) should be at the top and to the observer's left when facing the flag.
- ★ If suspended over a street or other area, the flag

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## YOUR NOVEMBER MEMBERSHIP MEETING

On Wednesday, November 14 we have two group discussions from which you will benefit. The first is with your Advisory Council (membership) and with Stark, our new insurance agent from Insurance Services will discuss UNSCC's insurance options for our members. The second group will be with consultant Luellen Reese and is a continuation of her UNSCC Conference workshop (November 10-11). Many of you praised Luellen's presentation and requested more information on this topic. We will include workshop evaluation forms.

Prior to the two discussion groups, we will have nibbles and networking at 6:45 pm, followed by UNSCC business items at 7:00 pm in conjunction with the presentation of your 2002 UNSCC Board report. Our elections will take place in January.

We look forward to seeing you on Wednesday, November 14! If you need directions please call Jacqui at (408) 286-8661.

## A HOLIDAY EVENT

Mark your calendars for UNSCC's holiday event on Wednesday, November 14. We'll include details in our December newsletter.

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### UNITED NEIGHBORHOODS OF SANTA CLARA COUNTY

United Neighborhoods of Santa Clara County is a coalition of neighborhood associations. Our mission is the creation, preservation, and enhancement of healthy neighborhoods through education, resources, and advocacy.

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# NOTE FROM THE CHAIR OF UNSCC

Hello members and friends of UNSCC:

A few words in reflection of our annual conference - It was excellent! It was another memorable experience.

The following morning, Ed Voss, candidate for San Jose City Council District Seven wrote, Thank you all very much for the awesome Fall Conference yesterday - It was the fifth one I've attended, and although in previous years they improved each year, yesterday you all didn't raise the bar, you SHATTERED the bar!!

From the site, to the officials, to the sessions, to the food, and on and on, your focus and hard work was evident everywhere, throughout the day!!! Thanks!! Ed.

Also, Khanh Nguyen of LeyVa Community Action Team wrote: Daniel/Jacqui, Thank you for recognizing the LeyVa CAT with the Youth and Reaching Youth Awards. We applied for all three awards hoping that would increase our chance of winning at least one. Never did we expect to win two, as we know the competition would be intense. Thank you for supporting us in our advocacy for safe and supervised activities for the youth of our community.

Congratulations on a well organized and executed conference. The feedback that we heard about the conference is that United Neighborhoods is getting better and better every year. Thank you for all the hard work and dedication.

For those of you that were not able to attend the conference, plan on it for next year. For more information on the conference, workshops, or other services, call the UNSCC office at 408-286-8661. Thank you. We are here for you.

*Daniel J. Chávez*

should be vertical with the union top over an east-west street and to the north-south street.

## Wearing the Flag

- ★ A flag patch may be attached to such as those of athletes, fire fighters, police and members of patriotic organizations. A national flag should not be used as athletic uniform.
- ★ Flag lapel pins should be worn on the left side near the heart.

## Flying the Flag at Half-Staff

- ★ When flown at half-staff, the flag is raised to the peak for an instant, then lowered to the half-staff position (half the distance from the top to the bottom of the staff). Before being lowered for the day, it is raised again to the peak and then lowered.

## Flag Care & Respect

- ★ The flag should never touch anything such as the ground, the floor or water.
- ★ The flag should never be carried flatly, but always aloft and free.
- ★ The flag should never be used for any purposes in any manner whatsoever. It should not be embroidered on such articles as handkerchiefs and the like, printed or otherwise impressed on paper napkins or anything that is designed for temporary use and discard. Advertising signs should not be attached to a staff or halyard from which the flag is flown.
- ★ The flag, when it is in such condition that it is no longer a fitting emblem for display, should be destroyed in a dignified way, preferably by burning.

# CODE OF ETHICS

Does your board *need* this? Perhaps not. However, you could certainly benefit from one. A code of ethics may be included in your bylaws or adopted separately. It outlines the appropriate professional behavior of board members and may also include the action(s) taken should a board member stray from these ethics. Even if you have a harmonious board with members who arrive on time, are prepared for meetings, and are of the highest integrity, a code of ethics may bring to light things that may not be obvious to all. A code of ethics may be adopted at any time, but is best signed by each board member at the beginning of each new term. Your *Robert's Rules of Order* may have a sample code of ethics. Just be sure that what you adopt doesn't conflict with the law.

UNSCC adopted a code of ethics earlier this year with the generous help of consultant Sherry Simmons. A small excerpt of the items included is:

As a member of the Board team, I will:

- Respect the opinion of my fellow board members
- Respect and support the majority decisions of the board
- Recognize that all authority is vested in the full board only when it meets in legal session
- Refer complaints to the proper level on the chain of command
- Recognize that my job is to ensure that the nonprofit is well-managed, not to manage the nonprofit
- Always work to learn how to do my job better

As a member of the Board, I will not:

- Criticize fellow board members or their opinions, in or out of the board room

- Use the nonprofit for my personal or that of my friends or relatives
- Promise how I will vote on an agenda item at a meeting

There are several other points to our code. However, we encourage you to create your own. It is important that you not create a code of ethics merely in reaction to a problem, but that it will serve your association for years to come with a variety of board members. Know that you may also amend your code of ethics by your board if your bylaws allow.

## NEED MORE MEETINGS IN YOUR ASSOCIATION?

Has your association reached the limit in your neighborhood? Your meeting committee has probably tried sending letters door-to-door. Some residents will not read them and some might be afraid of joining because they may not understand what you are doing for them. Here's an idea: 1) Contact the City and Community Services Department for the closest senior center, 2) Call a meeting time to present neighborhood association information to a senior citizen group, 3) Go door-to-door showing pictures of your neighborhood association map of your area, flyers of how people are involved in the association, 4) Finally, invite volunteers to come to the neighborhood meeting and share what goes on at the Center.

Please call UNSCC office for help with this. (408) 286-8661

## DOWNTOWN DIALOGUES AT NOON

The Commonwealth Club is co-hosting Downtown Dialogues at Noon in San Jose. Their next event will be Monday, November 19 on *Downtown Housing: How does housing happen and for whom?* This free lunchtime event will be held at Camera 3 Cinemas at the corner of San Carlos and Second Streets in San Jose. You may bring a bag lunch or pre-order a box lunch for \$10 from Camera Café at 408-998-3022, ext. 14 no later than the Friday prior to the event. Call The Commonwealth Club (408) 351-3470 for more information.

This event is co-sponsored by Camera Cinemas, Cindy Chavez of San Jose City Council, District 3, Circa 2000/Salamanca, San Jose Downtown Residents Association, Guadalupe River Park & Gardens Corp., Joint Venture: Silicon Valley Network, Orloff/Williams & Co., San Jose Convention and Visitors Bureau, San Jose Downtown Association, San Jose Downtown Neighborhood Leadership Forum, San Jose Silicon Valley Chamber of Commerce, San Jose State University (Political Science Department, Provost's Office and Alumni Association), Silicon Valley Business Ink. This project has been made possible in part by a grant from the San Jose Leadership Council.

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*Have an article or event you'd like to share? Please send it our way. Tell us what, where, when, and don't forget a contact phone number. Articles may be faxed to (408) 286-8680, or emailed to your editor, Lauren Cheong, at [laurendona@yahoo.com](mailto:laurendona@yahoo.com). Call (408) 286-8661 if you have questions. Please note, if you're not with a neighborhood association and would like to submit an article, we give preference to issues and events which serve neighborhoods throughout Santa Clara County.*

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## 911 FUNDRAISER COOK OFF

The public is invited to attend a Chili Cook Off on Sunday, November 11 from 11 am to 4 pm at Fire Station #7, 800 Emory Street in San Jose. Funds raised at this event will go to the Firefighters 9-11 Disaster Relief Fund and the New York City Police Foundation. Here at the event is in memory of the fire fighters and police officers who lost their lives on September 11, 2001 in New York.



Have a great secret chili recipe? Enter your chili in the cook off and find out just how good it is. Your attendance is appreciated if you bring at least 2 lbs of your home-made chili. If you're interested, you will receive more requirements and registration information.

Enjoy chili, cornbread and soda! Pre-registered attendees save! Advance admission is just \$10 and children 2 to 10 years old. Tickets at the door are \$15 and \$5 respectively. The kids will get to see the San Jose Fire Departments fire engines while the grown-ups check out the silent auction.

To pre-register, send your name, address, and number of tickets you'd like along with payment to: Chili Cook Off, P.O. Box 261, San Jose, CA 951259. Checks may be made payable to New York Firefighters 9-11 Disaster Relief Fund or to The New York City Police Foundation Heroes Fund. Pre-registrations must be received no later than Monday, November 5. Please let us know if you'd like your tickets mailed or held at the event. Call Keith at (408) 294-4494 for questions.

This event is sponsored by the College Hill, Hanchett, Rose Garden, and Garden Area Neighborhood Associations.

# 2002 WORKSHOPS

UNSCC has several workshops for members and non-members for 2002. The topics were selected after review of our member surveys conducted earlier this year. Workshops will be at least 1 1/2 hours in length. Workshop fees are just \$5 per person for members, and \$50 for non-members. If non-member groups choose to apply for UNSCC membership within 45 days of the workshop(s) they attend, and are accepted as members, \$45 of their \$50 admission fee may be applied toward membership dues. Only one \$45 credit may be used per group. Should \$45 exceed membership dues, refunds will not be made for the difference.

Please review the following workshops and let us know which you'd like to attend. To do so, please send us your name, workshop selections, and payment to UNSCC at 525 W. Alma Avenue, San Jose, CA 95125. Call us at (408) 286-8661 with any questions. Exact times and locations will be provided closer to the workshop dates.

## Tuesday, January 15, 2002

- A. Traffic Calming and Parking Issues  
*How to effectively work with your city agencies*

## Tuesday, February 12, 2002

- B. Important Aspects of Board Governance  
*Agendas, minutes, running meetings, keeping it legal*

## Tuesday, March 12, 2002

- C. Locating and Writing Grants

## Saturday, April 20, 2002

- D. Touring Successful Neighborhoods: Mentoring by Example  
*Small group tours and discussion in one or two neighborhoods*

## Tuesday, May 14, 2002

- E. The Basics: Starting a New Neighborhood Association\*

## Tuesday, June 11, 2002

- F. Fundraising for the Long Run

## Tuesday, July 9, 2002

- G. Getting Your Way with City Office

## Tuesday, September 10, 2002

- H. Neighborhood Newsletters  
*Writing, distributing, advertising, l*

## Date to be Determined

- I. The Basics of Neighborhood Emergency Preparedness

\*This workshop is \$5 per person regardless of UNSCC membership status.

# NEIGHBORHOODS

If you liked UNSCC's Conference, you may want to consider a trip to Houston to attend Neighborhoods USA's 2002 Conference. Several of you have attended Conferences in the past and returned with experiences to share. Now is the time to save your pennies and ask your local government for financial assistance. In the past, funds have come from a variety of sources including neighborhood associations, local city council, perhaps even your Supervisor. Don't be afraid to ask.

The 2002 NUSA Conference will be held from May 22 through Saturday, May 25, 2002. Workshops are held on Thursday and Friday. Neighborhood leaders from Fargo to Corpus Christi, Waikiki to Providence attend this annual Conference. Registration books will be available in early March. To request a book please email to [nusa@cityofhouston.net](mailto:nusa@cityofhouston.net) or call 7500.