

# CITY OF LOS ANGELES

California



## SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Ann Job

VICE PRESIDENTS:

Administration: Diane Valencia

Communications: Kathy Grubert

TREASURER: Patricia Rau

PUBLIC RELATIONS: Maria Silva

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## SYLMAR NEIGHBORHOOD COUNCIL MEETING OF THE EXECUTIVE COMMITTEE - MINUTES

Wednesday, June 18, 2014 - 7:00 p.m. - 8:30 p.m.

El Cariso Park, Community Building, 13100 Hubbard Street, Sylmar, CA 91342

SNC (and all other) Meeting Minutes are a summary, not an exact, verbatim, word-for-word transcript of what was said at a Meeting. The only two exceptions are the Motions shown in italics and quotes shown with quotation marks (" ") at the beginning and ending of a word or words. The Minutes are not, nor were they ever meant to be, a comprehensive record of what was said about an issue or project.

### 1. Call to Order

Ann Job called the meeting to order at 7:07 PM.

### 2. Roll Call

Roll Call was taken by Ms. Job. 4 of the 5 Committee members were present at the beginning of the meeting: Ann Job, Diane Valencia, Kathy Grubert, Patricia Rau. Committee Member, Maria Silva was absent. There was quorum. (Stakeholders, Bonnie Bernard and Dan Feinberg, and Board Member, Christian Rubalcava, were in attendance.)

### 3. Housekeeping: Sign-In Sheets, Speaker Cards for Agenda items, Recording and Timekeeper.

In the absence of speaker cards the stakeholders in attendance were invited to simply raise their hands to be acknowledged. Diane Valencia agreed to be timekeeper.

### 4. Discussion related to setting the agenda for June 26, 2014, General Board Meeting to be held at Concordia Jr/Sr High School.

- Ms. Valencia talked about the challenges facing us in posting agendas before we change our webmaster.
- Ms. Valencia and Bonnie Bernard discussed the Secretary's report, and that a stakeholder next to her asked: "What did he say?" Bonnie insisted that he didn't need to make such a long, detailed report. Diane said she would talk to him about this.
- Dan Feinberg talked about the police and fire department representatives being included. Ann Job told him that they have an open invitation; as does Tania Soto, of Felipe Fuentes' office. Mr. Feinberg urged us to keep committee reports short.
- Ann Job insists that everyone should have their "two minutes." Kathy Grubert suggested that anyone who needs more than 2 minutes should ask us to agendize them for the next meeting. Ann Job insists that everyone getting their 2 minutes is more important than keeping the item to the time allotted. She would rather have the item run long, than tell someone who came to speak his two minutes cannot because we 'ran out of time.'

- Pat Rau asked how many copies we need for the meetings. The decision was 45 copies.
- Liaison positions would appear on the unfinished business, and would be taken up during the retreat.
- Discussion that the Budget for Fiscal Year 2014-2015 had been postponed at the last meeting, and should be in unfinished business. The recurring Treasurer's Report (a year-to-date report) is separate from the recurring MER Report. Reporting the MER before the Treasurer's Report. Also discussed DONE's requirements regarding Strategic Plan, NC Outreach Survey, and NC Self-Assessment Form.
- Need to vote on Sylmar Branch Library as the designated physical posting place.
- Ann insisted that the censure item should take place early, preferably before the recess, so "the elephant in the room" is resolved, and people can attend to important items during the rest of the meeting. There is some discussion as to how the item should be worded. Diane did not want to lead the board members to what action need to be taken, or if any action needs to be taken. Diane said that she actually "put the language from the bylaws directly on the agenda, so it is there in front of the board."
- Adoption of the Code of Conduct is to follow the recess. Diane says that there is no record of the date it was adopted, so it needs to be re-adopted with a date.
- Bylaws mission needs to be restated. Changes to-date of the bylaws to be presented to the board.
- Kathy Grubert brought up the need to apply the \$3500 (that had been for web design) to web services until the money runs out. Ann indicated that since we are not paying her the 3<sup>rd</sup> (last) payment of \$1500, we are looking to apply the \$2000 for routine web services. The wording of the item was discussed with Bonnie's input. Kathy suggested that the web-design and logo could be used as an outreach activity. Kathy will be preparing a chart of web masters (including Moore's) she has vetted to present to the board, rather than having the applicants make pitches to the board.
- Maria's outreach presentation will not be on the agenda. Better to be at the retreat.
- Christian Rubalcava told us that he was working with a stakeholder (who had a complaint) to show how getting a petition from neighbors and coming before the SNC board, and thereby get the support of the board. Vote to be taken to make this a standing agenda item.
- Ann says to be prepared that we might need another meeting.
- Ann suggested that we get rid of the faith-based seat and one home-owner's seat to be a board of 19. Because the seats are vacant or soon to be vacant, that this is the only opportunity to do this since the bylaws are being re-written. This idea was rejected. The decision was that the appointments to these vacant seats will be agendized and postponed.
- Bonnie insists that more committees need to be created. Christian is to come up with the wording for his committee. Bonnie suggests that the president can appoint him as the chair right then.

- There are still more items to be put on the agenda that the executive committee will work on before the posting deadline.

## **5. Adjournment**

Ann Job adjourned the meeting at 8:49 PM.

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Minutes written by AJ

Approved: November 13, 2014