

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**

April 13, 2015, 7:10 PM – 8:16 PM

Sylmar Park Recreation Center, Computer Room, 13109 Borden Avenue, Sylmar, CA 91342

Sylmar Neighborhood Council 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

President Ann Job called the meeting to order at 7:10 PM

2. Roll Call

Roll Call was taken by Ms. Job. Present: Ann Job, Diane Valencia, Kathy Grubert, Patricia Rau

Absent: Maria Silva

Stakeholders present: Jim Grubert

3. Housekeeping: Sign-In Sheets, Speaker Cards, Recording and Timekeeper

Ms. Job explained Sign-in Sheets and Speaker Cards and will record the meeting.

4. General Public Comment on matters not appearing on the agenda.

None

5. Discussion and possible action to approve the Minutes of the February 9, 2015 Executive Committee Meeting

MOTION (by Ms. Job, seconded by Ms. Rau): The Executive Committee moves to approve the Minutes of the February 9, 2015 Executive Committee meeting.

MOTION PASSED unanimously by those present.

6. Discussion and possible action relative to Board absences.

DISCUSSION: The Committee discussed absences of Board members who have exceeded the amount allowed by the SNC's Bylaws. As required by the Bylaws, Ms. Job will notify them in writing of their absences. Possible removal and discussion will be agendized at the April 23, 2015 General Board meeting.

7. Discussion and possible action relative to several Board members' status regarding training and compliance.

DISCUSSION: There was a general discussion regarding several Board members who are currently not in compliance with required training, in particular, the new Code of Conduct. Ms. Valencia has sent several follow-up reminders. According to the BONC policy, Board members will be removed from the Board if they do not sign the Code or complete the training online within 30 days after April 3, 2015. Ms. Valencia will work with all outstanding Board members on this issue. Ms. Valencia also reported that there is one Board member whose Ethics training will expire on May 7, 2015. If training is not completed in time for the May General Board Meeting, they should be noted as “ineligible” during roll call voting.

- 8. Discussion and possible action** relative to the possible arrangement of a mid-year Board retreat and/or Board development/training.

DISCUSSION: The Committee discussed holding a Board Retreat for the purposes of training and team building. It was pointed out by Ms. Job that when a Retreat was held in 2014, many Board members did not attend. Ms. Valencia suggested that we might want to consider allotting 15 minutes or so on each General Board meeting agenda to cover various training or educational topics. This could be a standing item on the agenda. The Committee will further consider this approach, along with possible topics.

- 9. Discussion and possible action** to review the draft agenda for the April 23, 2015 General Board Meeting.

DISCUSSION: General discussion of the February Board Meeting agenda. No draft agenda was presented for review. The Committee discussed possible agenda items. Ms. Job will work on a draft agenda and invited Committee Members to submit agenda items for consideration. The agenda is to be finalized by 10:00 AM on Friday, April 17, 2015.

- 10. Committee Member Comments** on subject matters within the committee's jurisdiction

None

- 11. Future Agenda Items:** Please e-mail the Executive Committee at ExecutiveBoard@SylmarNC.org

- 12. Closing Remarks, Announcements, Acknowledgements, and Adjournment**

Ms. Job adjourned the meeting at 8:16 PM
