

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

Sergeant-At-Arms: Christian Rubalcava

SYLMAR NEIGHBORHOOD COUNCIL

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**SYLMAR NEIGHBORHOOD COUNCIL
SPECIAL BOARD MEETING - MINUTES**

Tuesday, June 2, 2015

Concordia Jr / Sr High School, 13507 Eldridge Avenue, Sylmar, CA 91342

All Minutes are a summary, not a transcript, of what was said at a meeting. The only two exceptions to this are the Motions and quotes. Minutes are not a comprehensive record of what was said about an issue or project.

1. **Call to Order and Pledge of Allegiance** – President Ann Job called the meeting to order at 7:00.

Peggy Courtney led the Pledge of Allegiance.

2. **Roll Call** – Roll was taken by Ann Job. The Sylmar Neighborhood Council quorum is 11.

There was a quorum at the beginning of the meeting.

12 of the 19 Board Members were present at the beginning of the Meeting: Kathy Bloom, Cheri Blose, Peggy Courtney, Laurie Fadness, Lucille Floresta, Kathy Grubert, Ann Job, Patricia Rau, Chris Shows, Maria Silva, Roy Smith, and Diane Valencia.

1 arrived later: Christian Rubalcava.

The result: 13 board members present for the meeting.

6 Board Members were absent: Carlos Gonzalez, Carlos Lara, Derek Martin, Dennis Orellana, Peter Postlmayr, and Brenda Resendis.

19 of the 21 Board Seats were filled. Vacant Board Seats: one Home/Condo Owner and one Retail.

4 stakeholders signed in: Sherry Lincoln, Bonnie Bernard, Les and Sharron Aisenman.

Regarding known absences: Carlos Lara had a class at school. Peter Postlmayr was out of town. Dennis Orelanna was at work, but available if needed for a quorum.

Regarding late arrivals: Christian Rubalcava came after his shift at Domino's ended and brought pizzas.

3. **Housekeeping, Speaker Cards, and Timekeeper** – Diane Valencia explained the protocol. Further she reminded us that until our 2015 Bylaws are approved, abstentions are counted as 'no.'

4. **Welcome and Announcements by Board Meeting facility Host** – Peggy Courtney welcomed everyone.

5. **Public Comment on Non-Agendized Items within the Board's subject matter jurisdiction.**

Ms. Bernard read the oath that all board members took at our swearing in.

Ms. Aisenman asked for an accounting of the Make Your Horse Count event.

6. **Discussion and possible Board action to** reconsider action taken on agenda item #18, a bifurcated motion to consider self-affirmation voter verification and no online voting, during the May 28, 2015 General Board Meeting regarding the "Neighborhood Councils Administrative and 2016 Elections Procedures Stipulation Worksheet."

Reconsideration requested by Cheri Blose, who voted on the prevailing side

MOTION (by Peggy Courtney, seconded by Cheri Blose)

DISCUSSION was conducted, after which Diane Valencia called for the vote without objection.

MOTION PASSED by vote of the 12 board members present: Yes (7) Blose, Courtney, Grubert, Rau, Silva, Valencia, and Job; No (4) Bloom, Fadness, Shows, and Smith; Abstain (1) Floresta.

- 7. Discussion and possible Board action** to exclude item #6 from the draft “Neighborhood Councils Administrative and 2016 Elections Procedures Stipulation Worksheet.”

Presentation by Diane Valencia – VP of Administration

MOTION (by Diane Valencia, seconded by Laurie Fadness)

DISCUSSION seeing no discussion, Diane Valencia called for the vote without objection.

MOTION PASSED by vote of the 12 board members present: Yes (8) Blose, Courtney, Floresta, Grubert, Rau, Silva, Valencia, and Job; No (1) Smith; Abstain (3) Fadness, Shows, and Bloom.

- 8. Discussion and possible Board action** to approve the self-affirmation voter verification and no online voting selection from item #6 in the “Neighborhood Councils Administrative and 2016 Elections Procedures Stipulation Worksheet.”

Presentation by Diane Valencia – VP of Administration

MOTION (by Diane Valencia, seconded by Maria Silva)

DISCUSSION was conducted, after which Roy Smith called for the vote without objection.

MOTION FAILED by vote of the 12 board members present: Yes (5) Bloom, Fadness, Floresta, Shows, and Smith; No (7) Blose, Courtney, Grubert, Rau, Silva, Valencia, and Job; Abstain (0).

Laurie Fadness left at this time (7:26)

- 9. Discussion and possible Board action** to approve the “Neighborhood Councils Administrative and 2016 Elections Procedures Stipulation Worksheet.”

Presentation by Diane Valencia – VP of Administration

MOTION (by Diane Valencia, seconded by Peggy Courtney)

DISCUSSION was conducted, after which Kathy Grubert called for the vote without objection.

MOTION PASSED by vote of the 11 board members present: Yes (8) Blose, Courtney, Floresta, Grubert, Rau, Silva, Valencia, and Job; No (2) Shows and Smith; Abstain (1) Bloom.

- 10. Explanation of the Process** by which the Sylmar Neighborhood Council allocates and distributes City Funds.

Presentation by the Executive Board

The discussion revolved around the advisability of moving money before voting on funding items.

- 11. Discussion and possible Board action** to move \$1,255.04 within Category 100 Operations onto line AUD – Audio and Video Equipment/Services (for the purchases noted in items 12 and 13 below) by reallocating Category 100 funds in the following manner:

\$389.15 from EDU/Training and Board Retreat

\$300.00 from FAC/Facilities Related and Space Rental

\$565.89 from TAC/Staffing and Temp Help

MOTION (by Kathy Grubert, seconded by Patricia Rau)

DISCUSSION seeing no discussion the vote was conducted

MOTION PASSED by vote of the 11 board members present: Yes (9) Bloom, Blose, Courtney, Floresta, Grubert, Rau, Silva, Valencia, and Job; No (1) Smith; Abstain (1) Shows.

- 12. Discussion and possible Board action** to move to approve an expenditure of an amount not to exceed (\$1000.00) for a multimedia projector and screen.

Christian Rubalcava arrived during discussion at 7:55.

MOTION (by Kathy Grubert, seconded by Patricia Rau)

DISCUSSION was conducted, after which Diane Valencia called for the vote without objection.

MOTION PASSED by vote of the 12 board members present: Yes (7) Blose, Courtney, Grubert, Rau, Silva, Valencia, and Job; No (3) Bloom, Shows, and Smith; Abstain (2) Floresta and Rubalcava.

- 13. Discussion and possible Board action** to move to approve an expenditure of an amount not to exceed \$1250.00 for a countdown timer

MOTION (by Patricia Rau, seconded by Diane Valencia)

DISCUSSION resulted in Patricia Rau rescinding her motion and Diane Valencia rescinding her second.

Roy Smith moved the Original Motion, seconded by Christian Rubalcava. Peggy Courtney called for the vote.

MOTION FAILED unanimously by vote of the 12 board members present: Yes (0); No (12) Bloom, Blose, Courtney, Floresta, Grubert, Rau, Rubalcava, Shows, Silva, Smith, Valencia, and Job; Abstain (0)

- 14. Discussion and possible Board action** to move \$4,850.00 onto Category 200 Outreach – line ADV/Advertising by reallocating the following funds:

(for the purchases noted in items 15 to 18 below)

\$ 925.00 from Category 100 Operations – TRL/Translation and Transcription

\$ 720.00 within Category 200 Outreach – EAR/Earmarked

\$ 405.00 within Category 200 Outreach – MEE/Meeting Expense

\$1000.00 within Category 200 Outreach – NEW/Newsletter Expense

\$1000.00 from Category 300 Community Improvement Projects

\$ 800.00 from Category 400 Neighborhood Purpose Grant

MOTION (by Kathy Grubert, seconded by Christian Rubalcava)

DISCUSSION was conducted, after which Diane Valencia called for the vote without objection.

MOTION PASSED by vote of the 12 board members present: Yes (8) Blose, Courtney, Grubert, Rau, Rubalcava, Silva, Valencia, and Job; No (3) Floresta, Shows, and Smith; Abstain (1) Bloom.

- 15. Discussion and possible Board action** to approve the payment of an amount not to exceed \$1200 for at least 1000 color, three-panel, double sided SNC brochures.

MOTION to POSTPONE to the next meeting (by Diane Valencia, seconded by Peggy Courtney)

DISCUSSION was conducted, after which Kathy Grubert called for the vote without objection.

MOTION PASSED by vote of the 12 board members present: Yes (10) Bloom, Blose, Courtney, Grubert, Rau, Rubalcava, Shows, Silva, Valencia, and Job; No (1) Smith; Abstain (1) Floresta.

- 16. Discussion and possible Board action** to approve the payment of an amount not to exceed \$2500.00 for two 10'x10' pop-up tents and accessories.

DISCUSSION resulting in a motion to amend the motion.

MOTION to Amend the Motion to read: “for approval of an amount not to exceed \$2,500.00 for 10' x 10' pop-up tents and accessories.” (Moved by Ann Job [as board member, not president], seconded by Patricia Rau)

Further DISCUSSION was conducted resulting in

MOTION to Amend the Motion to read: “for approval of an amount not to exceed \$750.00 for 10’ x 10’ pop-up tents and accessories, and to refer the item to the Outreach Committee.” (by Christian Rubalcava, seconded by Roy Smith)

MOTION as Amended FAILED by vote of the 12 board members present: Yes (6) Bloom, Courtney, Floresta, Rubalcava, Shows, and Smith; No (6) Blose, Grubert, Rau, Silva, Valencia and Job; Abstain (0).

DISCUSSION: Previous Motion to Amend made by Ann Job (as board member) led to

MOTION to Amend the Language of the Previously Amended Motion to read: “for approval of an amount not to exceed \$2,500.00 for 10’ x 10’ pop-up tents and accessories, and to refer the item to the Outreach Committee.” (by Christian Rubalcava, seconded by Kathy Grubert).

MOTION to Amended Language PASSED by vote of the 12 board members present: Yes (9) Bloom, Blose, Courtney, Grubert, Rau, Rubalcava, Silva, Valencia, and Job; No (2) Floresta and Smith; Abstain (1) Shows,

MOTION on the Amended Motion “for approval of an amount not to exceed \$2,500.00 for 10’ x 10’ pop-up tents and accessories, and to refer the item to the Outreach Committee.” (by Ann Job [as board member], seconded by Patricia Rau); Christian Rubalcava called for the vote.

MOTION with the Amended Language PASSED by vote of the 12 board members present: Yes (8) Blose, Courtney, Grubert, Rau, Rubalcava, Silva, Valencia, and Job; No (3) Floresta, Shows, and Smith; Abstain (1) Bloom.

At this time the gavel was passed back to President Ann Job.

17. Discussion and possible Board action to approve the payment of an amount not to exceed \$750.00 for the purchase of raglan sleeve tee shirts.

MOTION (by Patricia Rau, seconded by Diane Valencia)

DISCUSSION was conducted, after which Diane Valencia called for the vote without objection..

MOTION FAILED by vote of the 12 board members present: Yes (5) Blose, Rau, Silva, Valencia, and Job; No (6) Bloom, Courtney, Grubert, Rubalcava, Shows, and Smith; Abstain (1) Floresta.

18. Discussion and possible Board action to approve the payment of an amount not to exceed \$500.00 for casual dress shirts.

MOTION (by Patricia Rau, seconded by Diane Valencia)

DISCUSSION was conducted, during which Christian Rubalcava recommended referring both Items 17 and 18 to the Outreach Committee.

MOTION to Amend the Language (by Christian Rubalcava; seconded by Maria Silva) to read: To approve the payment of an amount not to exceed \$500.00 for casual shirts to be referred to the Outreach Committee for further research.

DISCUSSION was conducted; Roy Smith called for the vote.

MOTION PASSED to Amend the Motion by vote of the 12 board members present: Yes (8) Bloom, Blose, Courtney, Grubert, Rubalcava, Silva, Valencia, and Job; No (3) Rau, Shows, and Smith; Abstain (1) Floresta.

Peggy Courtney left the room.

MOTION to Approve the Motion as Amended: To approve the payment of an amount not to exceed \$500.00 for casual shirts to be referred to the Outreach Committee for further research. Roy Smith called for the vote, without objection.

The AMENDED (?) MOTION PASSED by vote of the 12 board members present: Yes (7) Blose, Grubert, Rau, Rubalcava, Silva, Valencia, and Job; No (4) Bloom, Courtney, Shows and Smith; Abstain (1) Floresta.

19. Discussion and possible Board action to approve an expenditure of an amount not to exceed \$750.00 for Dropbox for Business, a cloud-based storage and file sharing system for one year.

Presentation by Diane Valencia, V.P. of Administration

The price includes 5 licenses, with unlimited storage space.

The price of \$15 per user per month is discounted to an annual price of \$750.00, if paid in advance.

MOTION (by Cheri Blose, seconded by Diane Valencia)

DISCUSSION was conducted, after which Cheri Blose called for the vote without objection.

MOTION PASSED by vote of the 12 board members present: Yes (9) Bloom, Blose, Courtney, Grubert, Rau, Rubalcava, Silva, Valencia, and Job; No (3) Floresta, Shows, and Smith; Abstain (0).

20. Discussion and possible Board action to approve the Sylmar Neighborhood Council Sponsorship at the Friend Level for Pacoima Beautiful's Environmental Justice Awards event on June 18, 2015, in the amount of \$1,000.00.

MOTION to Postpone the item until it can be considered by the Budget Committee (by Kathy Grubert, seconded by Diane Valencia)

DISCUSSION was conducted, after which Roy Smith called for the vote without objection.

MOTION PASSED by vote of the 12 board members present: Yes (9) Bloom, Blose, Courtney, Floresta, Grubert, Rau, Rubalcava, Shows, Silva, Smith, Valencia, and Job; No (0); Abstain (0).

21. Board Member Community Announcements. Diane Valencia confirmed with the Board that (as stated in the March minutes) the board does not want to spend more than \$1,200.00 a month on office space rental. Christian Rubalcava who brought pizzas to take some home, since not all had been eaten.

22. Board Member Comments - Comments from Board members on matters within the Board's jurisdiction. President Ann Job announced that the Special Outreach Committee will be held on Thursday, June 4th, and the Budget Committee on Friday, June 5th, and encouraged everyone to attend.

23. Future Agenda item suggestions from public and Board members. President Ann Job announced the upcoming Special Board Meeting on June 11 at Concordia Jr / Sr High School to discuss funding item.

24. Motion to Adjourned (by Roy Smith, seconded by Patricia Rau) with no objection the meeting adjourned at 9:53.

Minutes written by the Executive Committee