



**NORTH HILLS WEST NEIGHBORHOOD COUNCIL
General Board Meeting Minutes**

Thursday, May 15, 2014

Location: New Horizons, 15725 Parthenia Street, North Hills CA 91343

NHWNC (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. Welcome, Flag Salute, Roll Call and Announcement of Quorum

President John McGovern called the Meeting to order at 7:19 p.m. The Pledge of Allegiance was said. Roll Call was taken by the Secretary. Eleven of the 13 Board Members were present at the beginning of the Meeting: John McGovern (President), Dan Gibson (Vice-President), Debra Perkins (Treasurer), Carol Hart (Secretary), Dave Brown, Armando Diaz, Garry Fordyce, David Hyman, Mike Khalid, Carlos Maya and Nancy Xander. Board Members absent: Punam Gohel and Ed Serrano. The NHWNC quorum (the minimum number of Board Members needing to be present to take binding votes on Agendized Items) is seven (see <http://empowerla.org/wp-content/uploads/2012/06/NorthHillsWestNC-Bylaws.pdf>), so the Board could take such votes. All 13 of the 13 Board Seats were filled. None of the Board Seats were vacant. Also attending: 25 Stakeholders and guests.

2. General Public Comment

Justin Orenstein and Mary Ellen Early, for Bob Hertzberg, State Senate 18th District Candidate, described his extensive government experience and encouraged voting in the June 3rd primary election. Paula Boland, Chair of SOLID [Supporters Of Law enforcement In Devonshire], and Gary Ferajian, Vice-Chair, explained SOLID's purpose. SOLID "just got through remodeling" in the LAPD Devonshire Station. Ms. Boland requested and Mr. McGovern agreed to Agendize to consider allocating funding for the project. Mr. Fordyce announced that the NHWNC received an award from VANC [the Valley Alliance of Neighborhood Councils] for participating in the Valley Disaster Preparedness Fair. Spike Ward (SWard@nextdoor.com), Nextdoor.com Field Organizer, described it as "a social media site just for neighborhoods". She said, "Other Neighborhood Councils are using it. It's only open to those who prove they live in the neighborhood."

[This Agenda Item was continued after Item #5. d.] Stakeholder Mary Armentaros expressed her concern with the accuracy of the February and March Monthly Expenditure Reports. Ms. Perkins explained that DONE (the L.A. Dept. of Neighborhood Empowerment) audited and approved the Reports. Mr. McGovern added that corrected reports will be available.

Stakeholder Martha Kopy commented that too much funding was being allocated to Monroe High School. Mr. McGovern explained that funding also was allocated to other organizations that requested funding; he requested input about potential funding recipients. [New FY - Add to July Agenda]

Secretary Hart suggested that our young NPG recipients give back to the community by performing at Senior Centers, Libraries, and Parks.

Glenn Bailey, representing DONE (Department of Neighborhood Empowerment) (818-374-9953; Glenn@EmpowerLA.org; www.EmpowerLA.org), clarified that volunteers of at least 16 years of age can work on Neighborhood Council projects.

Lydia Grant, BONC [L.A. Board of Neighborhood Commissioners] Commissioner [213.978.1551; cell 818.470.6629; Lydia.Grant@LACity.org; Commissioners@EmpowerLA.org; www.EmpowerLA.org], encouraged volunteers to sign up for the Presidential Volunteer Awards, a national volunteer system that can help students prepare for their college applications and that it's a "great idea for outreach."

Mr. Fordyce suggested forming a Youth Committee.

3. Public Speakers

DONE Rep: Melvin Cañas, Neighborhood Empowerment Analyst, DONE, (818-374-9953; cell 323-972-7782; Melvin.Canas@LACity.org; www.EmpowerLA.org), introduced himself and announced that “there’s a new [Agenda] posting policy . . . effective immediately” applicable to “Board and . . . Committee meetings . . . you only need to post at one physical location, not five as formally needed, and on your website. He said “you need to designate the site for physical postings and NC’s must now have a website.” We need to make sure the Agendas are getting posted there. The other requirement is to send [Agendas] to NCsupport@LACity.org (The Early Notification System) Mr. Cañas noted that there will be “serious repercussions” if this policy is not followed. He also confirmed that Public Records Act requests need to be made directly to a Neighborhood Council.

Mr. McGovern confirmed that Mr. Khalid and all other Board Members have completed the Ethics Training and Funding Training and are eligible to vote.

Note: There is still a mandatory 72 hr lead time for General Board Meetings, 24 hr lead for Special Board Meetings, and same day posting is only permitted for Emergency Meetings (i.e. Response to natural or man-made disasters.)

CD 12 Rep: Ron Rubine, Field Deputy for L.A. City District 12 Councilman Mitch Englander (818-882-1212; Ron.Rubine@LACity.org), reported that the Councilman is meeting with other City Council Members about the proposed City Budget, especially “quality of life” issues. City Department representatives are regularly at the CD12 Office.

Q & A: Armando Diaz asked what’s being done about the homeless encampment in our NC District. He was referred to Jessie Levine who serves as our contact inside Mitch Englander’s office.

Other official agencies: Mr. Bailey encouraged appointing a representative to attend VANC [Valley Alliance of Neighborhood Councils] meetings on second Thursday nights at Sherman Oaks Hospital; their November meeting will be a Planning 101 Workshop at CBS Studios in Studio City. The Neighborhood Councils Congress will be Saturday, September 20th at City Hall; it’s free and open to everyone. There’ll be a post-election wrap-up session Saturday June 28th starting around 9:00 a.m. at the Braude Center, 6262 Van Nuys Blvd., Van Nuys; Mr. Bailey encouraged attending and/or emailing comments. He noted that DONE is planning many hands-on workshops [to aid constituents].

[This Agenda Item was continued after Item #4.] Ms. Grant described BONC’s role to craft and consider policies for Neighborhood Councils. She encouraged [Neighborhood Council Members] to contact her with questions.

4. Board Reports

[This Agenda Item was addressed after Item #5. b.] John: New posting procedures as initiated by DONE and BONC. Mr. McGovern noted that Mr. Canas covered this.

Vice President, Dan - new Committees and getting under way.

[This report was given after the Secretary report.] Mr. Gibson noted that the Board is moving forward and increasing its activities.

Secretary, Carol – NC Members need to serve as Community Liaisons with City Agencies, Bureaus, and Officials Ms. Hart described the outreach focus on branding the NHWNC online and in person and said she’s “also working with local advocacy events.” She volunteered “to be the DWP MOU Representative”; she’s already attending water conservation-related meetings and tours. (Please see attached narrative report.)

There was discussion of whether Ed Serrano is still a Board Member; he may soon be removed for lack of attendance.

Treasurer, Debra - input on new budget and close out of fiscal year status.

Ms. Perkins announced that this Meeting’s food was supplied by L.A. Lasagna. She noted that the Fiscal Year soon ends [June 30th] and that today was the Demand Warrant deadline; the P-Card [Purchase Card] deadline is June 13th. The 2014-2015 Budget is due by June 30th. She indicated that a Special Board Meeting will probably be needed to set next year’s budget allocations and priorities. The NHWNC will again be allocated \$37,000 for the Fiscal Year by the City.

FUNDING MOTION (by Ms. Perkins, seconded by Ms. Hart): The North Hills West Neighborhood Council approves its May 2014 Monthly Expenditure Report.

DISCUSSION: Ms. Perkins reviewed and explained expenses. Mr. Canas explained the need to wait until the following month (June) to approve this month’s (May’s) Monthly Expenditure Report.

FUNDING MOTION WITHDRAWN by Ms. Perkins.

5. **New Business**

- a. **Citrus Sunday** reminder - David Hyman
[This Agenda Item was addressed after Item #3.] Mr. Hyman described the May 18th event.
- b. **Monroe High School Drama Dept.** - Jason to give more info on Drama Dept.'s trip to Scotland.
Jason Hayes, Monroe High School drama Teacher, and two students described their "'Drama College,' the only program in L.A. that pairs drama and AP English." Mr. Hayes explained that, "out of thousands" of applicants, only one in 20 High Schools in the United States are accepted to participate in the American High School Theatre Festival in Edinburgh, Scotland. Two students performed a brief scene from Shakespeare's Macbeth (applause).
- c. **Senior Dance** status on May 30, 2014.
Mr. McGovern noted this.
- d. **LADOT** Presentation - Tim Fremaux: Request for Board Consideration and Possible Motion [see below]
Tim Fremaux (Tim.Fremaux@LACity.org) and Steve Gauer of the L.A. Dept. of Transportation presented information on the Bicycle Lane Extension Project. The bike lanes would be on Devonshire between Haskell and Sepulveda and on Woodley between Stagg and Chase. There already are "bike lanes along these entire streets except for these two stretches." The DOT is "moving one lane in each direction to make room for the bike lanes . . . there'll be no parking removal for [either] corridor." They're "preserving the turn lanes onto the freeway on-ramps." A traffic study available on line (www.BicycleLA.org) and on paper established a 56-second delay in the morning, a 9.6-second delay in the evening on Woodley, and only a 2.4 second delay on Devonshire. They said that Granada Hills South and Lake Balboa NCs support it; they'll present next to the Mission Hills NC.

Mr. Hyman offered this clarification: The routes described are the total additions but on Woodley only the section from Roscoe to Chase is within NHWNC boundaries and on Devonshire [we are considering] only the section between Haskell and the 405 freeway. Lake Balboa NC voted to support [expansion of the bike lane on] Woodley between Stagg and Roscoe and Mission Hills will consider Devonshire between the 405 Freeway and Sepulveda.

MOTION (by Mr. Hyman, seconded by Ms. Hart): The North Hills West Neighborhood Council supports two bike lane projects in North Hills.

DISCUSSION: Mr. Fremaux explained that City Council District 12 requested that the LADOT ask Neighborhood Councils to vote on [whether or not to support] such projects.

MOTION to TABLE (Mr. McGovern, seconded by Mr. Gibson).

DISCUSSION: Mr. Bailey, also Chair, City of Los Angeles Bicycle Advisory Committee (818-453-3407; GlennBaileySFV@yahoo.com), explained that information has been available for at least one year and presented to many Neighborhood Councils. He said "these are extremely important gap closures," especially for Devonshire, which has "a lot of cyclists."

Proposed Follow-up Action: Add this topic to a General Board Meeting Agenda for consideration in June or July.

- e. Motion for reconsideration and removal of Committee Member Garry Fordyce on Finance Committee.
[This Agenda Item was addressed after Item #5. f.]

MOTION (by Mr. McGovern, seconded by Ms. Perkins): The North Hills West Neighborhood Council removes Garry Fordyce as a Member of its Finance Committee.

DISCUSSION: Mr. McGovern explained that Mr. Fordyce already is on other Committees. Mr. Fordyce acknowledged that he is on two committees: Rules and Elections and Budget and Finance.

Stakeholder Martha Kopy offered her support of Mr. Fordyce. She asked, "Why remove Garry?"

Mr. McGovern explained that Mr. Gibson has "very good Excel skills", which are needed by the committee.

Mr. Cañas clarified that the Board can approve Presidential appointments to Committee membership, that this motion is not a reconsideration as per the Bylaws and that committees can be "reshuffled" as needed.

MOTION to CALL FOR THE QUESTION (by Mr. McGovern): no objection.

MOTION PASSED by a roll call vote of the 11 eligible voters present with five in favor (“Yes” or “Aye”) (Brown, Gibson, McGovern, Perkins and Xander); three opposed (“No” or “Nay”) (Fordyce, Hart, and Hyman); three abstained (Diaz, Khalid, and Maya).

Mr. Cañas confirmed that “according to your Bylaws, abstentions do not count [in calculation of quorum].”

MOTION (by Mr. McGovern, seconded by Mr. Hyman): The North Hills West Neighborhood Council appoints Board Member Dan Gibson to its Finance Committee.

MOTION PASSED by a roll call vote of the 11 eligible voters present with 10 in favor (“Yes” or “Aye”) (Brown, Diaz, Gibson, Hart, Hyman, Khalid, Maya, McGovern, Perkins and Xander); one abstained (Fordyce).

Mr. Cañas reminded that “Committees make recommendations only”; the Board makes “the final decisions.”

MOTION (by Mr. McGovern, seconded by Mr. Gibson): The North Hills West Neighborhood Council appoints Stakeholder Helen Donovan to its Budget and Finance Committee.

DISCUSSION: Ms. Donovan is a CPA and tax preparer.

MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor (“Yes” or “Aye”) (Brown, Diaz, Fordyce, Gibson, Hart, Hyman, Khalid, Maya, McGovern, Perkins, and Xander).

MOTION (by Mr. McGovern, seconded by Mr. Gibson): The North Hills West Neighborhood Council appoints Stakeholder Kathy Cryer to its Outreach, Marketing and Events Committee.

MOTION to CALL FOR THE QUESTION (by Mr. McGovern): no objection.

MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor (“Yes” or “Aye”) (Brown, Diaz, Fordyce, Gibson, Hart, Hyman, Khalid, Maya, McGovern, Perkins, and Xander).

MOTION (by Mr. McGovern, seconded by Ms. Perkins): The North Hills West Neighborhood Council appoints Stakeholders Bonnie Cockerell and Jim Cockerell to its Beautification and Infrastructure Committee.

MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor (“Yes” or “Aye”) (Brown, Diaz, Fordyce, Gibson, Hart, Hyman, Khalid, Maya, McGovern, Perkins, and Xander).

There was discussion of what Board Liaisons can and need to be appointed, such as DWP, Board of Public Works and Bureau of Street Services. Ms. Grant reminded to agendaize report time at Board Meetings. Mr. Bailey indicated the need for the NHWNC to appoint two Budget Representatives to attend the July Mayor’s Budget Day.

- f. Further appointments to Committee vacancies to continue as needed. Comm. Chairs appointed - John
[This Agenda Item was addressed after Item #5. h.]

MOTION (by Mr. McGovern, seconded by Ms. Perkins): The North Hills West Neighborhood Council appoints Board Members David Hyman, Mike Khalid, and Nancy Xander to its Outreach Committee.

DISCUSSION: Mr. McGovern explained that the Bylaws only allow up to three Board Members to be on a Committee.

MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor (“Yes” or “Aye”) (Brown, Diaz, Fordyce, Gibson, Hart, Hyman, Khalid, Maya, McGovern, Perkins and Xander).

MOTION (by Mr. McGovern, seconded by Mr. Khalid): The North Hills West Neighborhood Council appoints Board Members Dave Brown, Garry Fordyce, and Nancy Xander to its Rules and Elections Committee.

MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor (“Yes” or “Aye”) (Brown, Diaz, Fordyce, Gibson, Hart, Hyman, Khalid, Maya, McGovern, Perkins and Xander).

MOTION (by Mr. McGovern, seconded by Mr. Gibson): The North Hills West Neighborhood Council appoints Board Members John McGovern as Chair of its Beautification and Infrastructure Committee, and Carlos Maya and Debra Perkins as Members.

MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor (“Yes” or “Aye”) (Brown, Diaz, Fordyce, Gibson, Hart, Hyman, Khalid, Maya, McGovern, Perkins and Xander).

Mr. Cañas clarified that Motions passed at this Meeting “supplant” previous similar Motions.

MOTION to TABLE (by Mr. McGovern).

MOTION to TABLE WITHDRAWN.

MOTION (by Mr. McGovern, seconded by Ms. Hart): The North Hills West Neighborhood Council appoints Board Members Dave Brown, Armando Diaz, and Punam Gohel to its Emergency Preparedness Committee.

MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor (“Yes” or “Aye”) (Brown, Diaz, Fordyce, Gibson, Hart, Hyman, Khalid, Maya, McGovern, Perkins and Xander).

MOTION (by Mr. McGovern, seconded by Ms. Perkins): The North Hills West Neighborhood Council appoints Board Members Carol Hart and Carlos Maya to its Technical Committee.

MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor (“Yes” or “Aye”) (Brown, Diaz, Fordyce, Gibson, Hart, Hyman, Khalid, Maya, McGovern, Perkins, and Xander).

g. Motion [see below].

[This Agenda Item was addressed after Item #5. h.]

MOTION (by Mr. McGovern, seconded by Mr. Fordyce): The North Hills West Neighborhood Council keeps Mike Kabo as the Parliamentarian for the North Hills West NC.

DISCUSSION: Mr. McGovern relayed that Mr. Kabo agreed to continue as the Parliamentarian. Mr. Brown, Mr. Fordyce and Ms. Xander expressed appreciation for Mr. Kabo’s work.

MOTION to CALL FOR THE QUESTION (by Mr. McGovern): no objection.

MOTION PASSED unanimously by a roll call vote of the 11 eligible voters present with all 11 in favor (“Yes” or “Aye”) (Brown, Diaz, Fordyce, Gibson, Hart, Hyman, Khalid, Maya, McGovern, Perkins, and Xander).

h. Status on website and webmaster consideration. - Nancy and Armando.

[This Agenda Item was addressed after Item #2.] Mr. McGovern requested and it was agreed to TABLE this Item.

This Item later was BROUGHT BACK to the floor. It was reported that Ms. Xander and other Board Members were working to resolve multiple website issues [and seeking assistance as needed.]

i. Motion to Adjourn.

MOTION to ADJOURN (by Mr. McGovern, seconded by Ms. Perkins).

MOTION PASSED unanimously by a voice vote with no objection.

The Meeting was **ADJOURNED** at 9:59 p.m.