

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

Wednesday, June 25, 2014

at Valley Park Church, 16514 Nordhoff Street, North Hills CA 91343

(Originally scheduled for Holy Martyrs Armenian School on Parthenia, the meeting had to be moved)

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 and Flag Salute, and Roll Call and announcement of quorum.**

A. President John McGovern called the Meeting to order at 7:10 p.m. The Pledge of Allegiance was said. Roll Call was taken by the Carol Hart. Twelve 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, Punam Gohel, David Hyman, Mike Khalid, Carlos Maya, and Nancy Xander. Board Member Ed Serrano was absent. 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. No Board Seats were vacant. Also attending: 5 Stakeholders and guests

**2. General Public Comment**

A. Stakeholder Anita G asked that the Board show the minutes where \$2500 for the purchase of Tee shirts with NHWNC Logo had been approved for distribution during the Spring Fling - Easter Egg Hunt.

B. A discussion ensued over use of the word “Easter” as a religious reference. John M informed the assembly that this issue had been decided at the federal level. City attorney’s office sanctioned its use to describe a national non-sectarian, holiday.

C. Stakeholder Mary A asked about the March MER and was told that it’s now online. (The websites were down but have since been fixed.)

**3. Public Speakers**

A. None in attendance

**4. New Business**

A. President McGovern made a motion to approve the proposed 2014-2015 NHWNC budget (Vice President Gibson 2<sup>nd</sup>) Discussion followed.

1. Stakeholder Martha Kopy expressed concern that too much money was allocated for Neighborhood Purpose Grants that don’t benefit all stakeholders equally.

2. Stakeholder Anita G asked, “Who created this budget?” asserting that no committees had met thus far.

3. President McGovern responded to this question stating, that approval of the initial budget is a formality; the budget is a work in progress and the money will be moved around.

4. Stakeholders Anita G, Mary A, and Martha Kopy, disturbed by this, stated that the process requires open meetings, input from committees, and public [board meeting] discussion.

5. Anita G stated, “The Board cannot simply approve such things without first convening and openly discussing the budget.”

6. Stakeholder Mary A stated, "There is an *entire* budget package, with a survey form, strategic plan, and other components that must be considered and completed as part of the budget planning process. You can't turn in a budget by itself, you *must* turn in the whole package, and stakeholders should participate in the process."

7. Board member Garry F cited the City Charter, stating that we must adhere to it and that many NC's lose their way by not doing so."

8. President McGovern re-directed asking people to look at the budget, stating that we needed to pass the budget immediately, as a preliminary measure, so that the new fiscal year's NC funding would be available for use right away.

9. Stakeholder Anita G stated, "You can't pass a budget without allowing stakeholders to weigh-in on it."

10. ISSUE: In looking at the budget, it was discovered that more than one version had been printed, an older version on white paper with notes in the budget narrative section, and a newer version on green paper without any narrative notes. Evidently both sets were placed (at different times) on the literature table. Board members and stakeholders had picked up and were looking at two different budgets. Due to this discrepancy, President McGovern announced that he would table the motion to approve the budget until July. He added that they'd just learned (the day prior to this meeting) that the deadline for submission had been postponed to September 1st

B. President McGovern made a motion to approve the 12-2-2013 Special Board Meeting minutes, which were printed and submitted for consideration. (Treasurer Perkins 2<sup>nd</sup>)

1. Following discussion, new Board Members: Carol Hart, Punam Gohel, Mike Khalid, Carlos Maya, and Armando Diaz abstained, not having been present at that time.

2. Incumbent Board/Committee Members: John McGovern, Dan Gibson, Debra Perkins, Dave Brown, David Hyman, Garry Fordyce, and Nancy Xander voted Yes.

3. The motion passed 7-Yes, 0-No, 5- Abstentions, 0-Recusals, 1-Absent, 0-Ineligible.

C. President McGovern made a motion to approve the 5-15-2014 General Board Meeting minutes, which were printed and submitted for consideration. (Armando Diaz 2<sup>nd</sup>)

1. Following discussion a vote was taken with results as follows:

2. The motion passed 11-Yes, 0-No, 1- Abstention, 0-Recusals, 1-Absent, 0-Ineligible.

a. Board Member Punam Gohel abstained having been absent on May 15th.

D. President McGovern moved to approve reimbursement for the Christmas Party Potluck at New Horizons. (Dan Gibson 2<sup>nd</sup>)

1. Following discussion the motion was amended to replace the word "Christmas" with the more inclusive, word "Holiday".

2. Board Member Garry Fordyce stated that he fully supported reimbursing John McGovern, but asked that the phrase: "contingent upon availability of funds" be added. Discussion ensued, President McGovern stated that the funds were allocated on December 2<sup>nd</sup>, had been approved since and that the current motion was merely a formality to satisfy *new* DONE requirements. He called for the vote. Results follow:

3. The motion passed 12-Yes, 0-No, 0- Abstention, 0-Recusals, 1-Absent, 0-Ineligible.

E. Dave Brown reported on the Valley Emergency Preparedness Fair which will be held on 09/27/2014. All promotional items must be tagged and labeled with NHWNC logo as required via City Controller's Regulations. All products must be ordered and paid for in advance.

1. President McGovern stated [according to DONE's new mandate] payment must be made *90 days* in advance. NHWNC can approve and pay with the P-Card to make it

inside of the 90-day advance mandate. He explained that this new mandate and the order to ensure that all promotional items are labeled with the NC logo, including a mandate for pictures and *proof*, hasn't just come down since the "Bell fiasco" it was put in place to ensure greater transparency.

2. President McGovern made a motion to approve \$654 to be paid to S.O.S. for promotional products. (Treasurer Perkins 2<sup>nd</sup>)

a. Discussion - Stakeholder Anita G asking about stickers or stamps, observing that there was no language to explain how the NC was to pay for the labels.

i. Treasurer Perkins responded that the money would come from the operational budget.

ii. President McGovern added that a rubber stamp could be used on paper goods and promotional items and that the pricing quoted includes the print set-up fees.

b. Garry Fordyce commented that he had compared pricing and found that bulk item purchases would provide the best value. (Dave Brown acknowledged this.)

i. NOTE: Bulk pricing would NOT include NHWNC Logo print set-up fees. (Moot)

3. Following discussion a vote was taken with results as follows: the motion passed 11-Yes, 1-No, 0-Abstention, 0-Recusals, 1-Absent, 0-Ineligible.

F. Dave Brown explained the second S.O.S./Valley Emergency Preparedness Fair purchase for \$817.51. All relevant details being the same, President McGovern made a motion to approve this expenditure. (Dan Gibson 2<sup>nd</sup>) a vote was taken with results as follows:

1. The motion passed 12-Yes, 0-No, 0-Abstention, 0-Recusals, 1-Absent, 0-Ineligible.

G. President McGovern made a motion to approve the Monthly Expenditure Report for May.

1. Discussion - Stakeholder Mary A asked that the board discuss the breakdown of expenses listed on the Monthly Expenditure Report to clarify for the stakeholders.

2. Details of the May MER were reiterated as discussed at the June 4<sup>th</sup> and June 19<sup>th</sup> meetings. Following the discussion a vote was taken with results as follows: the motion passed 11-Yes, 1-No (Fordyce), 0-Abstention, 0-Recusals, 1-Absent, 0-Ineligible.

## **5. Motion to Adjourn**

A. The meeting was adjourned at approximately 10:00 pm.