

DRAFT
Northridge West Neighborhood Council (NWNC)
General Board Meeting (GBM)
Tuesday, 9 March 2021
Via Zoom

1. Meeting Call to Order, Pledge of Allegiance, Roll Call, and Determination of a Quorum
 - President Abby Bailes called the meeting to order at 6.16PM, welcomed over twenty attendees, and nine board members.
 - A quorum was declared via the following roll call:
 - Here (9) Abigail Bailes, Yi Ding, Kathleen Edwards, Bill Fox, Jennifer Krowne, Peter Lasky, Joel Lowell, Lucio Padilla, and Glen Wilson
 - Absent (2) Payman Bahman and Josue Toscano
 - Two young ladies from the Good News Club led us in the Pledge of Allegiance. If anyone has kids who would like to lead us in future Pledges of Allegiance, please reach out to Abby.

2. Remarks and Updates from US Congressman Brad Sherman and LA City Councilman John Lee
 - a. Remarks and Updates from Councilman John Lee
 - John is the new chairman of the Arts, Parks, Health, Education, and Neighborhoods (APHEN) Committee that oversees neighborhood councils; this allows him to make CD12 a great place for the community.
 - There has been a significant increase (doubled, tripled, and quadrupled) in hate crimes towards Asian Americans.
 - John likes to immediately take care of quality of life issues, including broken window syndrome. If you see any evidence of hate crimes, please alert his office ASAP so they can immediately take care of it.
 - The West Valley Animal Shelter (WVAS) at 20655 Plummer Street is slated to re-open on Monday, March 15th.
 - John continues to support a request for the full chemical list from So Cal Gas.
 - John has skated at Skateland since 1978. This is a private business that started a direct business transaction with Hope of the Valley, not the City of LA. He would prefer not to support a shelter that crams people in for merely three months. However, this new facility will have full onsite drug and mental health counseling.
 - Gail Lapaz asked about the project at Topanga Canyon Boulevard and Devonshire Street. The original idea was for a seven-story building for the unhoused across the street from an elementary school. John never supported that idea, as it would tower over all adjacent buildings.

 - b. Remarks and Updates from US Congressman Brad Sherman
 - Mr. Sherman has been our congressman representing the west valley for 25-years.
 - For the first time in eleven years, Brad Sherman is now eligible to provide federally funded small projects to his district. He will talk with John Lee about local transportation, street re-surfacing, and homelessness. The Skateland project is already moving forward without federal financial support.
 - Thursday, March 25th at 7PM, Congressman Sherman will host a telephone town hall where he can talk with us for an hour. He will also have special guests, including virologists. To join the town hall, please visit <https://sherman.house.gov> and click "Town Halls" in the left column or dial 877-229-8493 and enter PIN Code 13402

- If you are having any federal issues that Congressman Sherman’s office can help resolve, please reach out to their office at 818-501-9200.
 - In addition to funds from the California EDD, the freshly signed \$1.9t COVID-19 Relief Package will include an extra \$300/week [including for gig workers] for unemployment compensation.
 - This Relief Package’s stimulus money will help bring half the children who are currently living in poverty OUT of poverty.
 - Brad also supported the democrat’s bill, stating that no municipality should ever have to cut police funding; this will be voted on Wednesday, March 10th.
 - Congressman Sherman also pushed for Pfizer’s distribution of 6½-doses per bottle (rather than four [or fewer] doses per bottle).
 - Glenn Bailey expressed concern about Northridge’s local post office at 9534 Reseda Boulevard. The lease on this post office [on private land] expires in July. However, they are supposed to give the residents six-month notice of the new facility’s address. Brad mentioned that they are considering several locations; some of the considerations will have the back room at one facility and the retail service at another facility, or both at the same place (as they have at 9534 Reseda Boulevard). However, they have not yet told Congressman Sherman where that post office will go. Brad recommended that folks call Michelle at his office at 818-501-9200 so that she can report back within the next few weeks.
 - Kathleen mentioned the uptick in crimes, including assault, shootings, homicide, etc. What tools does Brad have within his capacity to provide funding for the LAPD? He replied that California’s constitution states that their first goal is police protection.
 - Abby expressed concern about when the LAUSD and UTLA will re-open schools. Brad has three children, ages 9, 11, and 12, and he strongly supports them going back to school. However, there is no one-size-fits-all solution to this issue.
 - Jorge mentioned that California just announced a \$10.5b surplus; Brad commented that California must always have some surplus for a “rainy day fund”.
 - Abby asked if they could fix the equality act to include all women, religions, sports, etc. Brad believes that this equality act will be modified when it gets to the senate. He has not yet heard much about it from the sports side.
3. Department of Neighborhood Empowerment (DONE) General Manager Raquel Beltran
- Raquel has hosted several candidate forums with Congressman Sherman and was happy to hear from him again.
 - There has been some turnover within DONE, including the departures of
 - Director of Neighborhood Council Operations Seme Park
 - Neighborhood Council Analyst Betty Wong Oyama, and
 - Neighborhood Empowerment Advocate (NEA) Jasmine Elbarbary
 - This will result in a different configuration at DONE.
 - DONE’s staff has been reduced from 35-people to 25-people; they have no intention of filling their current seven vacancies.
 - Raquel’s top three directors will each continue to support the neighborhood councils:
 - Director of Innovation Julien Antelin
 - Policy and Government Relations Mike Fong, and
 - Outreach and Communications Tom Soong
 - Each NEA will continue to support at least seven councils.
 - They are all working to iron out the glitches in the training portal, including uploading Planning 101 and a new Code of Conduct. The new Digital Media Policy is already making its way past the Bureau of Neighborhood Councils (BONC). A new policy on equity, respect, and inclusivity will be posted on

“Cornerstone”. DONE already arranged for the purchase of an online copy of Robert’s Rules of Order for each board member.

- Tuesday, February 23rd the City Council voted for DONE to create a Youth Council made up of two youth representatives from each City Council district.
- Abby asked for examples of successful ways that neighborhood councils spend money. Raquel replied that many must use their funds to fill their administrative responsibilities, such as for a treasurer, translators, minute-takers, etc. This was one of the original purposes of the neighborhood council budget. Other councils have adequate volunteers to handle treasury or do not require translators; they are able to spend more money on Neighborhood Purpose Grants (NPG).
- A core of the councils is to write Community Impact Statements (CIS).
- After the elections, DONE will work to post each neighborhood council’s committees.
- Glenn Bailey mentioned that a Northridge librarian told him that she would like to receive postcards to publicize and support the neighborhood council’s election outreach activities. Raquel recommended coordinating this distribution with the NEAs.
- The city clerk’s proposed budget for FY2021-22 does not propose a reduction in neighborhood council funding. They will also not propose a reduction in translator funding (provided by the City Clerk’s office); neighborhood councils no longer need to dip into their own budget for translation services.
- Abby asked if newly elected board members start immediately after the April 27th election or in a few months (such as the start of the new fiscal year in July). Raquel responded that each neighborhood council determines this; they can do as they please.
- Jennifer mentioned that there were several potential voters turned away during the last neighborhood council election in 2019. She wondered who in the area is considered a stakeholder and if there is a written policy that can be shown to potential voters. Raquel replied that this should appear in the council’s revised by-laws.

4. Comments by Stakeholders on Non-Agenda Items

- Gail Lapaz mentioned the following:
 - Thanks to all who are using their cameras tonight. She wondered why the NWNC does not use the chat function within Zoom; Abby will check into this.
 - Peter Lasky worked very hard to get more than three board members to vote as the Executive Committee; she noticed that the Executive Committee has reverted back to merely three NWNC members.
 - The 2021 State of the Homelessness Town Hall would be held on Thursday, March 18th; attendees must register beforehand.
 - She would also like the LAPD crime report to focus on our Northridge community, rather than crime throughout the San Fernando Valley.
- Glenn Bailey reported that the Valley Alliance of Neighborhood Councils (VANC) meeting agenda for Thursday, March 11th has not yet been released (this meeting was cancelled). The Sustainability Alliance’s monthly meeting will be Sunday, March 14th beginning at 6.30PM. For additional information, their website is <https://www.ncsa.la>
- Patty Glueck from the Aliso Canyon Health Research Study Community Advisory Group (CAG) reported that they host weekly Zoom meetings every Monday evening beginning at 5PM. It would be beneficial to have time set aside in the NWNC agenda to discuss the Aliso Canyon CAG. For additional information, please visit their website at Alisohealthstudycag.org.

- Jason Hector thanked Raquel for attending the NWNC meeting, Ding for her work on the Education Committee, and Peter for bringing issues forward.
 - Christopher and Lisette Herrera are the owners of the new Grocery Outlets at the newly redeveloped intersection at Mason Avenue and Lassen Street. They were born and raised in the San Fernando Valley and have over twenty years of retail experience.
 - Grocery Outlets goes back over 75-years [founded by three families] selling name brand merchandise at a 40% to 70% discount. They consider this a conventional/non-conventional grocery store, like a combination of Trader Joes and Smart & Final. They will open on Thursday, March 25th with a formal ribbon cutting on Wednesday, April 7th.
5. Comments by Public Officials and DONE NEA Adrianna Cabrera
- Adrianna reported that vote by mail registration started on Friday, February 26th and closes on Tuesday, April 20th. Election Day will be Tuesday, April 27th. Drop box locations, posted by the city, will be open from Friday, April 23rd through Tuesday, April 27th. Adrianna was going to mention that a vote drop box location would be at the Northridge Recreation Center at 18300 LeMarsh Street. However, Glen Wilson corrected her in that the NWNC and Northridge East Neighborhood Council would use the county's vote drop box at 10058 Reseda Boulevard, near the Aquatic Center (not at the Recreation Center on LeMarsh Street).
 - For additional information, please reach out to her at Adriana.cabrera@lacity.org or call her at 213-473-7469.
 - Alberto Vargas from Assemblyman Jesse Gabriel (representing the west valley) reported that they are working on several bills concerning housing, unemployment, etc.
 - Jennifer asked about Jesse's opinion on school re-opening. Alberto reported that he is a huge advocate to re-open the schools. However, he does not currently sit on any education committees.
 - Jennifer added that ventilation seems to be a big concern. The only solution could be to build more schools, but that seems impossible during this current budget situation.
 - Tara Vahdani from LAUSD Board Member Scott Schmerelson's office reported the following:
 - The LAUSD received 17,000 vaccinations in early March and is distributing them to their employees at seven vaccination centers throughout the city; the nearest is Kennedy High, 11254 Gothic Avenue.
 - The LAUSD Grab-and-Go food centers continue Monday through Friday from 7AM to 10AM. The nearest is at the Chatsworth High School, 10027 Lurline Avenue. Chatsworth High will also host a food pantry on Wednesday, March 10th and Thursday, March 25th.
 - Wednesday, March 17th beginning at 2PM, the LAUSD will host a Local District Northwest Parent Information Meeting to help support children with disabilities during distance learning and beyond. Please register in advance at <https://lausd.zoom.us/webinar/register/WN-zSOsgvO9R8-9XCeg0aRR0aA>. Topics will include:
 - Updates from the Division of Special Education
 - Introduction to Universal Design for Learning for parents supporting distance learning
 - District Literacy Plan to support students with dyslexia and reading difficulties
 - Supporting students on alternate curriculum during distance learning
 - Learning about the LAUSD's Career Transition Center for students ages 18 to 22 on alternate curriculum
 - Responding to challenging behaviors in the home

6. Comment by Senior Lead Officer (SLO) Sandra Zamora and LAPD Devonshire Area Community Advisory Board
 - SLO Zamora reported that there have been three grand theft auto burglaries in the west valley but none in the NWNC vicinity. Most of these occurred near Parthenia Street.
 - The LAPD is seeing a great deal of theft from motor vehicles, particularly within the parking areas at Reseda Boulevard and Devonshire Street.
 - Saturday, March 20th the LAPD will co-host a Winnetka Park Clean-up at 8401 Winnetka Avenue.
 - The LAPD will also co-host an anti-theft license plate event; the date has not yet been announced.
7. Presidential Comments
 - Abby mentioned that the NWNC will get a fresh new start with Spring, the re-opening of schools, businesses, etc. for good common ground to make Northridge a great place to live.
8. Recognition of NWNC Certificates of Appreciation Recipients – Joy Krauthammer and Pat LoPresti
 - Joy is the relentless Mother Goose/Neighborhood Watch Captain of her neighborhood of over fifty homes. She has been very active on several boards of directors, and provided rubber ducks to Abby.
 - Pat has been very helpful as the watchdog at the new Oakridge Estate Park. She came up with the idea of adding a historical plaque to that new facility and spearheaded the dedication ceremony. She also works tirelessly for graffiti abatement, unlocked gates, vandalism, etc.
9. Motion to approve reimbursement to Yi Ding of \$7.24 for printing costs at ASAP Copy and Print for the printing of certificates of recognition
 - Abby Bailes made a motion to approve this agenda item; Jennifer Krowne seconded this motion, and it passed unanimously.
10. Update on the Tampa Tree Trimming and motion to approve a letter to CD12 and the LA Board of Public Works to request additional tree trimming in our neighborhood
 - The NWNC has worked for this tree-trimming project for many years. Thanks were offered to CD12 Field Deputy Matthew Vallecilla for his support of this activity.
 - Matthew reported that nine trees north of the 118 along Tampa Avenue were trimmed; he thought they would go as far south as Chatsworth Street.
 - Every year, each council district receives approximately \$5,200 in funds for “on demand trimming” for urban forestry. However, this was recently cut from the city’s budget. If the Urban Forestry Department reaches out to Matthew, stating that they have funding to do tree trimming, Matthew will send them to work around Plummer and Devonshire Streets and near the Topeka Elementary School.
 - Matthew added that if the NWNC has extra money in their budget, perhaps they could set funds aside for this tree trimming activity.
 - Jennifer Krowne thanked Matthew for all that he for the tree trimming, especially along her street, where a tree recently came down and destroyed a neighbor’s truck.
 - Jason Hector recommended sending a letter to the Director of StreetsLA, Mr. Adel Hagekhalil, and cc:ing Councilman John Lee.
 - Treasurer Joel reported that the NWNC has nearly \$27k remaining in the budget, including \$4,800 for Community Improvement Projects. However, there is nothing set aside for Beautification.
 - Matthew reported that he received an estimate of three days x \$5,200/day = \$15,600 for tree trimming along Tampa Avenue from Devonshire Street to the 118. This seems exorbitant; yet in 2008, the city’s Urban Forestry Department took a major budget cut, laying off tree trimmers, their

- equipment, and the mechanics who serviced the equipment. Now, the tree trimmers are budgeted at an overtime rate.
- CD12 seems to need the resources from Urban Forestry as we are more spread-out with wider streets than other council districts. Other [more densely populated] areas of the city have more apartment buildings and fewer trees.
 - Peter reported that five trees toppled over in his neighborhood resulting in three crushed vehicles. Although it may cost \$5,200/day for tree trimming, he expressed concern regarding the liability if a tree toppled and hit a vehicle; or worse, if it hit an occupied vehicle, which could lead to a fatality.
 - Abby Bailes made a motion to approve this letter; Bill Fox seconded this motion, and it passed unanimously.
11. Discussion and motion to approve a letter to the LAUSD, CD12 and others in support of immediate reopening of LAUSD schools.
- This issue came from the Education Committee.
 - As Councilman John Lee is now Chairman of the APHEN, he may have some influence on this issue.
 - Tara reported at 7.40PM that the UTLA and LAUSD just reached an agreement to re-open the schools. By mid-April, kindergarteners through 6th grade will be in a hybrid program; the secondary schools will re-open in late April. No schools will be open eight-hours a day, five-days a week. She regretted any vilification of teachers.
 - Tara and Jennifer added that classrooms are just too crowded.
 - Although this may be redundant, Abby Bailes made a motion to approve this letter; Bill Fox seconded this motion, and it passed unanimously.
12. Discussion and possible motion to approve the Education Committee's Draft of a Public Art Curriculum highlighting NWNC's Utility Box Art and other public art to inspire imagination and appreciation of art.
- Someone thanked Ding for always making the NWNC look good via all her efforts with this Public Art Educator Lesson Plan.
 - Jennifer mentioned that the box near Nobel Charter Middle School was tagged. Usually, NWNC contacts CD12 and 11:11, and they contact the people who know how to clean off the graffiti. Jason urged them to put it on 311 and loop back to CD12. Matthew mentioned that this graffiti was reported a few days earlier; he will check the box's clean up status.
 - Abby Bailes made a motion to approve this Public Art Educator Lesson Plan; Jennifer Krowne seconded this motion, and it passed unanimously.
13. Discussion and motion to create a NWNC Candidate Voter Guide and Voter registration booklet to be mailed to stakeholders using \$1,144.50 in encumbered funds and an additional \$2,500 in outreach funds for C&M printing, plus \$600 for Epperhart Design Services.
- This voter guide will be mailed to the 8,000 stakeholders in NWNC.
 - Ding was able to negotiate a better price by presenting a competitive bid.
 - In response to Jennifer's question, a printable version will also be posted on the NWNC website.
 - Abby Bailes made a motion to approve this \$1,144.50 expenditure of encumbered funds for this Candidate Voter Guide; Jennifer Krowne seconded this motion, and it passed unanimously.
 - Abby Bailes made a motion to approve up to \$2,500 in outreach funds for this Candidate Voter Guide; Jennifer Krowne seconded this motion, and it passed unanimously.
 - Abby Bailes made a motion to approve up to \$600 in outreach funds for this Candidate Voter Guide; Jennifer Krowne seconded this motion, and it passed unanimously.
14. Motion to approve NWNC Voter Guide content.

- Abby reminded everyone that the Voter Guide will include photographs and the candidate's statements, which were originally submitted when they filed their candidate registration.
- Kathleen mentioned that she is a candidate for re-election to the NWNC.
- Glen Wilson added that candidate Robert Fields did not qualify for the official candidate list.
- Glenn Bailey asked that the street address of the Aquatic Center (at 10058 Reseda Boulevard) be included. During the last election, the address of the park was published as 18300 LeMarsh Street. Many voters visited the recreation center and never found their way to the Aquatic Center.
- In addition, it would be good to include the next nearest voting sites, including:

Porter Ranch Library	11371 Tampa Avenue
Mid-Valley Regional Library	16244 Nordhoff Street
Granada Hills Library	10640 Petit Avenue
- Abby added that the design would be tweaked
- Abby Bailes made a motion to approve the NWNC Voter Guide content; Jennifer Krowne seconded this motion, and it passed unanimously.

15. Discussion and motion to approve NWNC candidate forum before the Election Day on April 27th.

Discussion about format, moderator, and questions.

- The NWNC Executive Board will meet on Tuesday, April 6th; the GBM will be Tuesday, April 13th.
- Glenn Bailey mentioned that ballots would start to be sent out on Monday, March 29th.
- Ding, Abby, the Elections and Outreach Committees will meet off-line in early April to decide on a date for the Candidate Forum.

16. Discussion and possible motion to approve a letter to the LAUSD in support of reinstating the Parent Engagement and Special Education Committee Meetings that were suspended at the start of the pandemic.

- The text of the letter reads as follows:

When the LAUSD closed campuses due to the pandemic, it also suspended all School Board Committees. With these closures almost a year old, we requested that the Parent Engagement and Special Education be allowed to resume work. The pandemic has caused unprecedented disruptions to our children's education. The effects have been especially difficult for children with special education needs. Parent and community input is important as the district maneuvers through the continued physical closure of our schools and plans are made for the eventual return to school sites. These two committees are essential for providing a means for this feedback to be given to the people elected to represent the community's interests.

- Tara reported that the LAUSD would meet on Thursday, March 25th at 1PM to further discuss this issue. She added that there have been seven subcommittees, including parent engagement, special education, legislative, advocacy, etc.
- Abby would like to add a sentence that these meetings should continue via Zoom, and preferably after work hours so that working parents may attend. Tara replied that these meetings are live-streamed; the agenda and meeting link will be posted three-days in advance at <http://laschoolboard.org>
- There was discussion regarding the horror stories of these meetings whereupon over a hundred attendees wanted to speak up, although the meeting allowed merely 45-minutes for all to speak.
- Abby Bailes made a motion to approve this letter; Jennifer Krowne seconded this motion, and it passed unanimously.

- Yi Ding made a motion to amend this letter; Jennifer Krowne seconded this motion, and it passed unanimously.

17. Discussion and motion to approve the February 2021 GBM Minutes

- Abby Bailes made a motion to approve the February Minutes, provided that a sentence was removed from Chapter 15 (referencing the cost of the topiary); Bill Fox seconded this motion, and it passed unanimously.

18. Discussion and motion to approve the February 2021 Monthly Expense Report (MER)

Date	Vendor	Description	Amount
February 2	Golden State Storage	Storage Facility	\$ 124.50
February 2	C&M Printing	Election Postcards	1,697.16
February 2	C&M Printing	Election Outreach Postcards	2,252.50
February 12	Staples	Recognition Certificates	19.46
		Total	<u>\$4,093.62</u>

- Those C&M Printing expenses were for material mailed out a few weeks ago.
- Joel Lowell made a motion to approve the February MER; Jennifer Krowne seconded this motion, and it passed unanimously.

19. Update on the NWNC partnership with CD12 Councilman John Lee to conduct a free drive-through shredding event for the community with two or three volunteers from the NWNC on Saturday, April 17th

- The freshly printed voter guides will be available for distribution at this event. This agenda item did not require a vote.

20. Update on LAPD funding cut by LA City and VANC’s CIS to oppose these cuts in funds and services

- Kathleen reported that if the San Fernando Valley were its own city, it would be the 5th largest city in the USA. It seems like the remainder of the city gets the majority of the money and LAPD officers.
- A few board members mentioned that a secession vote could happen again.
- There was a brief discussion of alliances, such as the Valley Alliance of Neighborhood Councils, the Homelessness Alliance, the Sustainability Alliance, etc. However, Alliances cannot file CISs, merely a neighborhood council can file a CIS.

21. Update on West Valley Animal Shelter (WVAS) CIS CF #20-1114

- The previous CIS was a success and the WVAS will re-open.
- Kathleen thanked the many stakeholders who wrote in support of the WVAS. She advised people to never mess with someone’s love of animals.
- Stakeholder Michelle mentioned that in January, the WVAS manager mentioned that the department is understaffed. However, those shelters have been under-staffed for several years.
- Jason thanked Councilman Lee for opening this council file and shepherding it through.
- Glenn Bailey said that while talking with someone, he regretted there was not a “Friends of the WVAS” group; someone corrected him and mentioned that there is such a group.

22. BONC Social Media policy update Reports and Announcements

- Raquel mentioned that this is moving forward, yet we will stay on top of this.
- Assembly Bill 992, signed by Governor Newsom in September 2020, and effective January 1, 2021 is now an existing law. This clarifies what kind of communications a public official may have via social media and what is prohibited. This is the first amendment to the Brown Act to address a public

official's (including NWNC board members) use of social media (including merely granting someone's post a thumb's up).

23. Report by Budget Advocate

- Glenn Bailey reported that the annual Budget Day, which usually occurs at the end of June, would be Saturday, August 21st.
- LA Controller Ron Galperin reported that the city's revenue of \$6.14b for FY2020-21 is projected to come in \$550m under budget. The city's Chief Administrative Officer (CAO) projects a \$600m shortfall for this FY2020-21.
- In FY2021-22, Ron assumes that the overall economic recovery will begin in the summer, leading him to project revenue of \$6.43b, a 4.4% increase over this year's estimate of \$6.14b. However, this represents \$557m below the CAO's previous forecast of almost \$7b.
- When the revenue shortfall is combined with the costs of the 2019 labor agreements and the increased pension contributions, the budget shortfall is projected to be about \$900m.
- The next election of all Budget Advocates will be in 2022 but there are currently openings in the following regions:

Region		Region	
1	Northeast Valley	8	Northeast LA
4	Southeast Valley	9	South LA
7	East LA	12	Harbor

- The Budget Advocates meet twice a month, on the 1st Monday at 7PM and the 3rd Saturday at 9.30AM. These meetings are open to all. The agenda and Zoom link are posted on their website <http://www.budgetadvocates.org> a few days prior to each meeting.

24. Reports by NWNC Committees

- Jennifer mentioned the following:
 - Friday, March 12th, Supervisor Kathryn Barger will host a food drive at Shepherd of the Hills Church, Porter Ranch. It has been a while since someone from Supervisor Barger's office has addressed the NWNC; perhaps we could invite them?
 - DONE's version of the NWNC website needs to be updated; the posted officers are inaccurate. Abby has requested this correction a number of times.
- Abby reported the following:
 - The Tampa Avenue topiary has attracted the attention of a remodeling television program, similar to a home makeover show, but for community projects. She already attended a casting meeting to further discuss this issue.
 - The April NWNC meeting may include a discussion regarding topiary, tree trimming, and financial issues.
- Ding suggested inviting back schools that may wish to submit NPGs.

25. Adjournment

- Bill Fox made a motion to adjourn at 9.39PM; Abby Bailes seconded this motion, and it passed unanimously.