

(These Minutes are preliminarily posted for public viewing by individuals who were unable to attend the meeting, and are subject to review and acceptance by the NWNC Board. Upon acceptance by the Board, these Minutes will become an official part of the NWNC record.)

## **Minutes for the May 29, 2014 Executive Board Meeting of the Northridge West Neighborhood Council**

The meeting was called to order at 6:06 PM at the offices of the Northridge Chamber of Commerce located at 9401 Reseda Blvd. in Northridge, CA 91326.

### **Attendance**

Executive Board members present: Tom Johnson (president), Peter Lasky (VP of administration), Pam Bolin (VP for outreach, who left at 6:60 PM due to a family emergency), John Mah (secretary) and Glen Wilson (treasurer, arrived at 6:17 PM)

Other councilmember present: Daniel Luna

Stakeholder present: Mike Orkin

### **Proposed Agenda Items for June, 2014 Board Meeting**

The matters presented below were discussed as agenda items for the June, 2014 meeting.

### **Approval of Minutes for the April 24, 2014 Executive Committee Meeting**

The minutes for the April 24, 2014 Executive Committee meeting were unanimously approved with 4 yeses.

### **Matt Crawford of the Mayor's Office as a Guest Speaker for the June Meeting**

There was discussion regarding the procedure for setting the monthly meeting agenda for a guest speaker. The consensus was that there could be a guest speaker every other month. There has already been publicity in the form of a paid advertisement in the June 2014 issue of the *Community Connection* regarding the appearance of Matt Crawford, Budget Director in the Mayor's Office, at the June 10, 2014 meeting to speak on the new fiscal year of 2014 to 2015.

By unanimous vote, 30 minutes was allocated for a speech by Mr. Crawford including questions and answers posed to him.

## **Using Matthew Vallecilla's Laptop as a Timer for Speakers**

The consensus was that the NWNC should acquire its own countdown timer rather than rely on someone to bring a timer. The NWNC will purchase a timer from the operations budget, with President Tom Johnson to investigate the cost.

## **Taking an Updated Photograph of the NWNC Board**

There was a unanimous vote that an updated photograph of the NWNC board be taken and posted on our website.

## **Time Limitations on Speakers at Monthly Meetings**

The consensus was that a set amount of time could be allocated to a topic depending on the interest in it. The time would be established at the executive committee meeting preceding the monthly meeting. The length of time can be extended if necessary at the monthly meeting.

## **Appointment of Committee Chairs for the Following Committees: Education, Ad Hoc Standing Rules, Ad Hoc Government Affairs, and Ad Hoc Business**

There was a consensus that the following board members be appointed to head committees as follows: David Uranga to chair Education, Matthew Vallecilla to chair Ad Hoc Standing Rules, and Pamela Gentry to head both Government Affairs and Business.

## **Confirming a Meeting Location for the NWNC Meeting**

There was a unanimous vote to confirm Callahan School as the NWNC monthly meeting site. Treasurer Glen Wilson will initiate the formal application process with the Los Angeles Unified School District.

## **Posting of Draft or Preliminary Minutes Online**

There was a vote of 3 yeases and 1 abstention to post preliminary minutes on the NWNC website.

## **Selection of One location for Physical Posting of NWNC Meeting Notices and Agendas**

The consensus was that the posting of NWNC meeting notices and agendas in a single location will be on a sign in front of the North Valley Regional Chamber of Commerce at 9401 Reseda Blvd., Northridge, CA 91326, which the NWNC uses as its physical address.

## **The Date, Time and Location of a NWNC Board Retreat**

The consensus was that a 4 hour retreat for the NWNC board be held on a Saturday or Sunday during the second or third week of July, 2014 at a restaurant with a community room of sufficient size. A goal is to have plentiful stakeholder participation. The retreat will be conducted by Melvin Canas of the L.A. Department of Neighborhood Empowerment (DONE). There was discussion of potential topics such as how to hold a meeting, outreach, and the Brown Act.

## **Accounting Assistance for Treasurer Glen**

Treasurer Glen Wilson declined an offer of assistance in perform his accounting duties as treasurer.

## **2014 - 2015 NWNC Budget Details**

Treasurer Glen Wilson did not have details for the 2014-2015 NWNC budget. He will have the budget and strategic plan at the June 10, 2014 monthly meeting, which will be sent to DONE.

## **\$500 Funding for PLUM Committee**

There was a vote of 3 yeses and 1 abstention to fund up to \$500 for the Planning and Land Use Management Committee.

## **\$750 Funding for Elections Committee**

There was a vote of 3 yeses and 1 abstention to fund up to \$750 for the Elections Committee.

## **Certificates of Appreciation for Deserving Stakeholders, and Bureau of Street Services Employees for Their Role in Operation Clean Sweep**

There was discussion of funding up to \$500 over the course of one year for framed certificates of appreciation to be presented by the NWNC to deserving stakeholders, and also to Los Angeles Bureau of Street Services employees who play a supporting role in Operation Clean Sweep. Councilmember Daniel Luna will investigate the cost of frames and certificates.

## **Status of Polo Shirts for NWNC Board**

On his own initiative, VP for Administration Peter Lasky obtained a prototype of a dark blue polo shirt with the NWNC logo on the left breast from Trophies Plus. Mr. Lasky was not satisfied with the sample.

A motion that a prototype of a polo shirt be presented to the NWNC board for approval before production, failed with a vote of 2 yeses, 1 no, and 1 abstention.

### **Discussion of NWNC Community Matters**

Stakeholder Mike Orkin said that committee meetings should not be scheduled on the same date at the same time because committee members would be unable to attend more than one. President Johnson said that efforts would be made to avoid scheduling conflicts.

Secretary John Mah inquired about the status of filling the 2 vacancies on the NWNC board. Mr. Johnson replied that a qualified stakeholder has expressed interest in the senior seat. At this time there are no potential candidates for the vacant homeowner seat.

### **\$1,000 for Funding of the 2014 Disaster Preparedness Fair**

After discussion that the 2014 Disaster Preparedness Fair could be held in conjunction with the annual Granada Hills Street Fair, there was a vote of 3 yeses and 1 abstention for funding of up to \$1,000 for the 2014 Disaster Preparedness Fair contingent on it being held at Fire Station 87 as a separate event.

**Adjournment at 8:05 PM.**

**John Mah, Secretary**

Prepared on May 30, 2014