

“Unity in Our Community”



Northridge West Neighborhood Council

Joint Executive & Whole Board Meeting Minutes

Tuesday, August 27, 2019 at 7:15 p.m.

Craft Room - Northridge Recreation Center

18300 Lemarsh St, Northridge CA 91324

Executive Officers

Peter Lasky, President

Alma Fernandez, VP of Administration

Rana Sharif, VP of Outreach & Communication

Kelly Sooter, Secretary

Glen Wilson, Treasurer

Board Members

Pamela Bolin, Gail Lapaz

Lloyd Dent, Bill Fox

Jennifer Krowne, Josue Toscano

Kathleen Edwards, Abigail Bailes

Note: NWNC maybe sound recording the NWNC meeting as back up information for NWNC minutes. The NWNC maybe serving refreshments.

LEGALLY REQUIRED OFFICIAL POSTING: Please do not remove until AFTER above date and time.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS: The public is requested to fill out a “Speaker Card” to address the Board on any item of the agenda prior to the Board taking action on an item. Comments from the public on Agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the Agenda that is within the Board’s subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, unless waived or additionally restricted by the presiding officer of the Board.

The NWNC Agenda is posted for public review at, 9401 Reseda Blvd, in the clear box, to the left of the gate adjacent to the parking lot & posted on NWNC website www.northridgewest.org

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In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed, at our website by clicking on the following link: www.northridgewest.org or at the scheduled meeting. If you need a copy of any record related to an item on the agenda, please contact Peter Lasky (via) email plasky@northridgewest.org

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1. Meeting Called to Order at 7:15. Roll Call: Board Members Peter Lasky, Rana Sharif, Alma Perez, Kelly Sooter, Glen Wilson and Abby Bailes. Stakeholder attendees included Mike Benedetto, Joe Kozul, and Mikkie Loi.
2. Comments by Stakeholders on Non-Agenda Items within the jurisdiction of the committee
 - Mike Benedetto updated the Executive Board on the progress of the Department of Health Study for Aliso Canyon and the Citizen Advisory Group.
 - Joe Kozul of Save SFVG asked to present at the September General Board Meeting. He will speak along with Jay Beeber (10 minutes + 5 for questions). Mr. Kozul also mentioned that the traffic study referred to in various reports is a survey conducted by CSUN with students and staff.
 - Mikkie Loi provided a handout and asked if any Board members would like to be NC trained representatives for RYLAN Orientations. Peter Lasky recommended that this go to the Public Safety Committee for consideration.
3. Presidential Comments
 - Peter Lasky discussed the value of good people, good ideas, drive, vision and energy versus process. He asked that Standing Rules be addressed as a way of bringing process to the Board.
4. ITEM 1 - Approval of July 2019 Joint Executive Committee Minutes. The meeting minutes were approved unanimously: 5 (Yay): Peter Lasky, Rana Sharif, Alma Perez, Kelly Sooter and Glen Wilson
5. ITEM 2 – Recap of Board Retreat
 - Rana Sharif thanked Kelly Sooter for the effort and work that went into

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conducting the retreat. She felt that the Board now has a roadmap to guide decision making and budget approvals.

- Peter Lasky said that he felt the location, food, and set up was good. While the meeting itself was good, it will be difficult to measure the success for some time to see if it becomes actionable by Board Members. He also felt that it would have been beneficial to have the Committee breakout with all committees and hopes this work will be done by the individual chairs that didn't get to meet at the retreat.
 - Kelly Sooter has put together an Operational Plan coming out of the retreat. She requested feedback from the Executive Board to the Plan by September 6th so that Rana Sharif could distribute with the Retreat minutes.
 - Action items were also discussed which would be included in the Operational Plan.
 - Total cost for the retreat was \$371.64, under the original budget of \$400.
6. ITEM 3 – Discussion and recommendations for format of Metro BRT Presentation at September Meeting and response by SSFV: The following format was agreed to
- LA Metro presentation (15 minutes + 5 for Q&A)
 - Save SFVG presentation (10 minutes + 5 for Q&A)
 - LA Metro rebuttal (5 minutes)
7. Discussion and consideration of a Joint Neighborhood Council BRT Event.
- Rana Sharif said that there is discussion amongst a number of NC's to hold a joint BRT event to take place at either Panorama City or Granada Hills Charter School. Rana said that the NC's discussed the idea of having Senator Hertzberg attend.
 - There was a discussion and motion to endorse having a joint BRT event.

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8. ITEM 4 – Discussion and recommendation of having Kelly Sooter become the Credit Card Holder.
 - Rana Sharif motioned and Alma Fernandez seconded the discussion and recommendation to have Kelly Sooter become the Credit Card Holder. The recommendation was unanimously approved: 5 (Yay) Peter Lasky, Rana Sharif, Alma Fernandez, Glen Wilson and Kelly Sooter.
 - Kelly Sooter has completed the proper Financial Funding training.
9. ITEM 5 – Suggestion for Guest Speakers for General Board Meetings for October and beyond
 - Rana Sharif will send a note to Board Members asking for speaker suggestions.
 - The Outreach Committee will explore potential speakers as well and present suggestions.
10. ITEM 6 – Treasurers Report
 - Glen presented a revised FY NWNC budget which includes the \$2,780 rollover funds along with an update on spending and upcoming potential expenses.
 - There was discussion and recommendation to allocate the rollover funds to Outreach to cover NC Awards Dinner, NC Budget Advocates catering and other outreach potential activities for the year. This will be presented at the September General Board Meeting
 - There are 3 pending NPG's for approval at the September General Board Meeting.
 - ⇒ Peter Lasky will confirm with Jennifer Knowne that she will be ready to review at the September GBM. Board needs to be able to review the NPG recommendations 48 hours prior to the September GBM.

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- Kelly Sooter requested Glen Wilson set a Budget & Finance Committee Meeting prior to the October GBM.

11. ITEM 7 – Discussion and Implementation of ideas advanced at the retreat

- Kelly Sooter will issue an Operational Plan prior to the September GBM.
 - Identified & agreed on 2019 Goals and Key Priorities
 - Reviewed 2019-2020 Budget spending by category to ensure alignment with Goals and Key Priorities
 - Discussed creating Budget Summary to be issued either monthly or quarterly to provide better visibility into full year spending and help guide decision making
 - Discussed NPG process, need for joint input / ownership by committees, and potential need for additional information to be included in the NPG request
 - Broke into Committees to discuss committee objectives and create descriptions / statements to be published on the website
 - Discussed Board Member etiquette and meeting guidelines

12. ITEM 8 - Discussion and motion to approve the purchase of a Meeting Recorder, a funding line of \$100 is requested. Funds to come from the Operations Budget

- Rana Sharif motioned and Kelly Sooter seconded the motion to approve the purchase of a meeting recorder with a funding line of \$100. 4 (Yay) Peter Lasky, Rana Sharif, Kelly Sooter and Glen Wilson. 1 (Abstain) Alma Fernandez.

13. ITEM 9– Discussion of suggestions for the September General Board Meeting Agenda

- LA Metro BRT and Save SFVG presentations

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- Board Retreat Highlights
- Discussion and consideration of a Joint Neighborhood Council BRT Event.
- Discussion and motion for Kelly Sooter to become the Credit Card Holder.
- Treasure Report
- Discussion and motion to approve NPG's
- Discussion and motion to approve the purchase of a meeting recorder not to exceed \$100.

14. ITEM 10- Suggestions by Board Members on non-agenda items

- Alma Fernandez requested status of Don Larson (NBF) on the two NPG's that had been previously approved
- Abby Bailes recommended the creation of a Government Affairs Committee to add value and amplify our existing committees, to improve our networking with LA City Council and EmpowerLA, and to oversee the development of CIS's.
 - Rana Sharif motioned, and Alma Fernandez seconded the motion to vote to create a new committee called Government Affairs with Abby Bailes as chair and Rana Sharif and Jennifer Krowne as committee board members

15. Adjournment at 8:38