

NORTHRIDGE WEST NC EXECUTIVE SESSION MEETING MINUTES
APRIL 7, 2026

Meeting started 7:08pm

Attendees: Janis Kraft, Kathleen Edwards, Joel Lowell, Sam Dulys, Richard Young

Absent: Nathan Lichtman

- a) Discussion on Joel Lowell's stepping down from the Board on 4/15/26 and the open Treasurer's position. **Move to 4/14/26 GBM**
- b) Nomination, discussion and election for the Treasurer's position. Sam Dulys has expressed interest in stepping up to the Treasurer's position effective 4/15/26. **Move to 4/14/26 GBM**
- c) Discussion on possible resignation and appointment of the Secretary position **Move to 4/14/26 GBM**
- d) Discussion and approval of timing of canceling Joel as credit card holder and assigning credit card to whomever is the newly elected Treasurer. **Move to 4/14/26 GBM. Speak to Sheryl, webmaster about changing to Nathan Lichtman's credit card. Speak to Golden State Storage about changing to Nathan Lichtman's credit card. Sam Dulys needs to pick up mailbox key from Joel.**
- e) Discussion on the City Clerk's office postponing Financial Officer's Funding training until the new guidelines and policies are rolled out. **Move to 4/14/26 GBM**
- f) Discussion and link to proposed policies and guidelines received 4/1/26 from The City Clerk's Office. Also included are the new NPG guidelines, effective 4/1/26. NPG recipients are required to fill out NPG completion forms. **Move to 4/14/26 GBM**
https://cityclerk.lacity.org/election/NC_Funding_Policies_and_Guidelines.pdf
- g) Discussion and motion to approve the mailroom to provide website services at \$250 per month. **Joel and Kathleen will work on this by 4/15/26**
- h) Discussion and vote on spending up to \$3000 on a requested \$3000 NPG received from Enrich LA A Non-profit Corporation for their Enrich LA Ranger's program. The program provides weekly garden lessons to Los Angeles students at various schools. Enrich LA says funds are required by 5/29/26 and the expected completion date is 6/12/26. **Move to 4/14/26 GBM. Motion from Kathleen Edwards and yes votes from Kathleen and Janis**
- i) Discussion and vote on NWNC's participation to have a booth at the 5/30 Meet the Horses and Park Ranger's event sponsored by CD12 at Oakridge Estate Park. How many NWNC board members can man the booth from set-up to takedown? The event itself is scheduled from 10am to 1pm. **Motion by Kathleen and Yes from Kathleen and Janis. Move to GBM Agenda for 4/14/26**

- j) Discussion and vote on NWNC's participation to have a booth at the 5/30 Meet the Horses and Park Ranger's event sponsored by CD12 at Oakridge Estate Park. How many NWNC board members can man the booth from set-up to takedown? The event itself is scheduled from 10am to 1pm. **Move to 4/14/26 GBM**
- k) Discussion and vote to have a NWNC booth at Salute to Rec and Parks on 5/16 and 5/1, or jointly share with other NCs and/or Empower LA if they will be having a booth? Outreach committee needs to create a schedule-how many board members will be volunteering and at what times. **Move to 4/14/26 GBM**
- l) Discussion and vote on approving proposed NWNC flyers. **Move to 4/14/26 GBM. Motion to approve by Kathleen and yes from Kathleen and Janis**
- m) Discussion and vote on number of flyers to print and the cost to print. Authorize spending for printing not to exceed \$250; this is an increase from the approved March motion for \$2000 which was to be spent on printing and promotional items. \$1937.58 was spent on promotional items only. **GBM Agenda will have cost upped to \$400 motion by Kathleen and yes from Kathleen and Janis**
- n) Follow-up on Janis' discussion with Sheryl, NWNC webmaster, on our Nextdoor presence. **Nextdoor is now showing all neighborhoods within our boundaries**
- o) Discussion and vote to approve \$255 for one annual Zoom license. The annual cost of one zoom licenses has increased from \$200 to \$255. The NWNC currently holds one Committee Meeting License and one Board Meeting License, **Questions brought up were forwarded to Gibson and Vincent at DONE**
- p) Discussion and vote to reinstate Diana Delgado to the NWNC Board. **Motion from Kathleen and approved by Kathleen and Janis for 4/14/26 GBM**
- q) Discussion and approval of letters to be sent to Chaminade College Preparatory and The Church at Rocky Peak for their assistance in a clean-up within our NWNC boundaries. **Tabled for 4/14 GBM**

Meeting adjourned 8:32pm