



Officers
TODD RUBINSTEIN
President
KATHY
MOGHIMPATTERSON
Vice President
ANNI KEUSSEYAN
Secretary
GEORGE JAWLAKIAN
Treasurer
SHERMAN GAMSON
Sergeant at Arms

ENCINO NEIGHBORHOOD COUNCIL
Executive Committee Meeting
Wednesday, June 11, 2014

APPROVED MINUTES

LOCATION: Encino Community Center Back Craft Room, 4935 Balboa Blvd.

PRESENT: Executive committee members: Todd Rubinstein, Kathy Moghimi-Patterson, Sherman Gamson, and Anni Kesusseyan. Alternate: Sharon Brewer was also present.

1. **Roll Call and Determination of Quorum:** The meeting was called to order by President Todd Rubinstein at 7:03 p.m.
2. **Approval of minutes of the previous Executive Board Committee Meeting:**
 - a. Kathy Patterson made a motion to approve the minutes from May 14th meeting, 2nd by Sherman Gamson. The motion passed with 4 Yes votes, 0 No, 0 A
3. **Officer's Reports:**
 - a. **President's Report:**
 - i. Todd Rubinstein mentioned that there is an incurred expense for refreshments for March 26, April 25 and May 28 General Board Meeting as follows: 03/26 \$37.50 + 04/25 \$18.18 + 05/28 \$41.17 for total of \$96.85. Kathy moved a motion to approve, 2nd by Anni. Approved by 3 Yes, 0 N, 1 A
 - ii. Update on \$125 reimbursement to Encino Community Center for Election Expense by DONE: Todd sent several emails to Amber, but as of now there is no resolution.
 - iii. Update on \$125 to VANC for Mixer: Todd is working with George to get this payment processed.
 - b. **Vice President's Report:** Committee Chairs and membership: Kathy Patterson gave an update in regards to the standing committees. She mentioned that the Airport Committee had its meeting, and the PLU, Airport and the Public Safety committees will be meeting soon.
 - c. **Treasurer's Report:** George Jawlakian was not present, but Todd gave an update.
 - i. Expense Reports for February, March and April 2014 – George will discuss it at the General Board meeting.
 - ii. P-Card update / ENC Funds and Accounts: Todd said that the ENC accounts are set and active and the P-Cards have been issued, He also mentioned that the ENC fiscal year is ending on Friday June 30 but the P-Cards will be cancelled on Friday June 13th.
 - d. **Secretary's Report:** Minutes and Digital Recorder purchase: Anni mentioned that she has a digital recorder and that she is willing to use that at the general board meetings.
 - e. **Sergeant-at-Arm's Report:** Sherman Gamson mentioned that he will be on vacation from June 25 to 27 and he will be not attending the next General Board meeting on the 25th. He mentioned that the DONE records on their site are not updated, he said that the board members need to provide their own certificates for their Ethics and Funding training if it's not on DONE's website.
4. **New Business:**
 - a. **ENC Budget draft FY 2014/2015 from Finance Committee 5/27/14:** Todd mentioned that, the ENC budget was discussed at the Finance Committee meeting. The following members/alternates were present: George Jawlakian, Todd Rubinstein, David Hodgins, and Sharon Brewer.
 - b. **Motion for Reconsideration by Sherman Gamson:** Regarding 'Recommended Standing Rule Procedures to notify Applicants that present projects to the Encino NC for consideration' that passed (16-1-

1) at 5/28/14 General Council Meeting (item 8c) : Sherman Gamson said he would like to have a motion for reconsideration moved at the next general meeting.

- c. **White Paper from Budget Advocates – CIS & Council file is 14-0600:** None
- d. Business cards for board members- authorize up to \$300: Sherman Gamson moved a motion to authorize \$300 for Vista Printing for Board members and Alternate business cards, 2nd by Todd. Motion passed by 4Yes, 0 No, 0 Abstention
- e. **Food for General Meeting – authorize up to \$250:** Sherman made a motion, 2nd by Anni to order food and refreshments from **Fresh Brothers Pizza** for up to \$300. The motion passed unanimously.
- f. **Speakers for Next Board Meeting:** Steve Soboroff, Brett McReynolds – 405 Project & Hayvenhurst Burbank widening, or Ramnik D. Mungra, P.E. & Michael Hunt from City of Los Angeles Public Works Department. It was discussed and agreed to invite these guest speakers for the next general meeting June 25th. Also, invite Elliott Durant f from Next Door for the 2nd time to give more information about the program.

5. Old Business:

- a. **Appoint of Liaison to DONE:** Todd appointed Kathy Patterson as the liaison to DONE.
- b. **Water LA Project Motion** – presented by Jessica Sanchez at May 28th, 2014 meeting: Todd mentioned and there was a discussion to have Jessica come back to give more information about this project. Possibly will have this agenda item for the next General Board Meeting.

6. Board Seats and Vacancies – Members & Alternates:

- a. Diana Menzer is currently the Apartment and Condo Alternate, but she would like to switch to Planning and Land Use Alternate: It was discussed and agreed that Diana needs to resign from her current position and submit a new application for the new one.
- b. JP Marshall either joins the Planning & Land use alternate or the At Large rep alternate: We need to reach out and advise JP that he needs to submit his application for the board to review.

7. PLU issues:

- a. 4367 Hayvenhurst Ave Lot Split- Case No. AA-2012-2754-PMLA
- b. 5340 Louise Avenue Lot Split – Case No. AA 2014-687-PMLA
- c. Liquor license – 17737 Ventura Blvd. Case No. ZA-2013-4180 (PLU 3/18 support) – ENC's PLU committee moves to support the application for Case ZA-2013-4180, 17737 Ventura Blvd. Sweeney's Ale House, with the condition that the closing hours of 2:00 am be limited to Friday and Saturday – Vote 8-0-1
- d. 4578 Encino Avenue, case No. ZA-2014-0439 – project was presented by Kimberlina Whettam.

President Rubinstein gave brief updates on each of the items listed above. He said that these were informational and all these items will be discussed again at the General Board meeting.

8. Public Comments: None

9. Future meetings:

- a. The next General Board Meeting is scheduled for Wednesday May June 25, 2014
- b. The next Executive Committee Meeting is scheduled for Wednesday July 9, 2014

10. Adjournment: Meeting was adjourned at 8:24pm

Minutes submitted by Anni Kusseyan, Secretary