

MEETING MINUTES

ENCINO NEIGHBORHOOD COUNCIL EXECUTIVE COMMITTEE MEETING

Tuesday, July 19, 2016

Encino Women's Club Kitchen
4924 Paso Robles Ave., Encino CA 91316

Members in attendance: Debra George, Victoria Miller, Patricia Bates, Glenn Bailey

1. Call to Order. Roll call; determination of quorum @7:11pm

2. Approval of June 14th meeting minutes

3. Officer's Reports:

A. President's Report

1. Reported on Animal Services coyote meeting at Libbitt park. Will schedule Wildlife Officer to give presentation at January General Board meeting. Glenn noted that National Parks has a coyote powerpoint.
2. Website has not yet launched. Will follow up with Web Corner
3. Reviewed meeting notices and agenda postings best practices.
4. Business cards have arrived and will be distributed.
5. Continuing to work with Chief Park Ranger Torres and LAPD Officer Sanchez on homelessness issues in Encino.
6. Attended NC Sustainability Alliance meeting. Will put forth Motion for ENC to join and appoint liaison.
7. CIS filings still not accessible. Will check with Kathleen Quinn.
8. Four speakers scheduled for Board meeting.
9. Clean Streets LA Challenge - will attend meeting at Blumenfield's office with stakeholders. Hope to address Oxnard and Louise Street.
10. Announced Current: LA public art event in the Sepulveda Basin.
11. Attended Chamber of Commerce luncheon and encouraged Chamber members to become involved in ENC.

B. Vice-President's Report – Committee Chairs and membership, attendance and absences - addressing attendance and absences in Bylaws Committee. Staff person will send letter reminder that persons are in violation of attendance rules per bylaws.

C. Secretary's Report

1. June minutes not finished. April and May minutes not yet done.
2. Commission policy is 30 days after meeting.

D. Sergeant-at-Arm's Report –

- (1) Applications for open positions - Adrian Richardson, will be considered for Volunteer Alternate.
- (2) Roster - Ethics, Funding, Code of Conduct - one Board member needs to complete Ethics

E. Treasurer's Report

1. Update - ENC Account and cash flow.
2. April and May 2016 Monthly Expenditure Reports (MER) - Reviewed
3. Proposed 2016/2017 FY budget - Reviewed in Finance Committee meeting
4. FY 2015/2016 Close - Will review outstanding items with DONE
5. Reviewed books purchased for Encino/Tarzana library

4. New Business:

1. MOTION: Authorize up to \$300 for refreshments for the August General Board Meeting.
Bates/Miller 4-0-0
2. MOTION: Authorize up to \$150 for advertising on FaceBook. Bates/Bailey 4-0-0
3. MOTION: Authorize up to \$300 for booth and possible electrical fees at Taste of Encino outreach event. Miller/Bailey 4-0-0
4. Discussed City Liaisons. Patricia and Debra willing to be Budget Liaisons, Debra Homelessness Liaison. Other previously approved liaisons include Mark Levinson - City Attorney, Jess Whitehill- DWP, Animal Services - Doug Kreigel

5. No Public comment

6. Adjourned at 8:40pm