



Officers

DEBRA GEORGE
President

VICTORIA MILLER
Vice President

MARK LEVINSON
Secretary

PATRICIA BATES
Treasurer

GLENN BAILEY

NOTICE AND AGENDA ENCINO NEIGHBORHOOD COUNCIL GENERAL BOARD MEETING

Wednesday, December 7, 2016

6:30pm Meet & Greet with Refreshments

7:00pm Meeting

**Encino Womens Club
4924 Paso Robles Ave., Encino CA 91316**

Motion, Discussion, and Vote may be taken on all items

City of Los Angeles Harassment and Diversity Policy: All City volunteers have a right to work in an environment free from all forms of discrimination and conduct which can be considered harassing, coercive, or disruptive.

- 1. Call to Order at 7:00pm. Roll call; determination of quorum. (5 minutes)**
- 2. Reports from Public Officials/Departments/Community Agencies: (5 minutes)**
 - A. Department of Neighborhood Empowerment, NC Budget Advocates, BONC, Related Groups
 - B. LAPD Senior Lead Officers (SLOs), Community Police Advisory Board, & LAFD Captains
 - C. LA Council District 5 - Councilmember Paul Koretz / Gurmet Khara, Field Deputy (818) 971-3088
- 3. Public Comments on Non-Agenda Items: (10 minutes)** Limited to maximum TWO MINUTES (2) per speaker; total time for all public comment is limited to 10 minutes. Public is asked to fill out a speaker card and hand it to the Board's Secretary. Time may be adjusted at president's discretion.

4. **Consent Items: (5 minutes)**

A. Executive Committee

1. **MOTION: Approval of up to \$300 for the purchase of “Good News” Wall Mount Mailbox. Mailbox features a large 13” X 17” holding area. Some PLU mail does not fit in current mailbox and is being returned to the City. Vendor to be Intermark Enterprises/The Mailbox Works 5-0-0**
2. **MOTION: The Encino Neighborhood Council thanks Senator Fran Pavley for her service in the California State Senate representing the residents of Encino and for her role in preserving and protecting the Sepulveda Basin Wildlife Area and Los Encinos State Historic Park. 5-0-0**

B. Finance Committee

1. **MOTION: Approval of up to \$150 each month for office supplies and printing. Vendors to be used include Vista Print, Office Depot and similar. 5-0-0**
2. **MOTION: Approval of up to \$30 each month for parking at CD5 Encino office. 5-0-0**
3. **MOTION: Approval of up to \$60 per month for Constant Contact email marketing subscription. 5-0-0**

5. **Board Retreat with Kathleen Quinn, Dept of Neighborhood Empowerment: (40 minutes)**

- A. Ice Breaker Exercise
- B. Becoming an expert in your neighborhood
- C. Q & A and Quick Tips

6. **New Business (10 minutes)**

A. Executive Committee

1. **MOTION: Additional \$5,000 Neighborhood Council Funds to be split between Outreach (\$2,500) and Neighborhood Purposes Grants (\$2,500)**
2. **MOTION: Reimburse Victoria Miller \$16.68 for the purchase of notecards.**
3. **MOTION: Up to \$500 to replace color printer and FAX stolen from Encino Community Center. Direct purchase or donation to LA Foundation.**
4. **MOTION: Up to \$1,000 for Daddy Daughter Dance fundraiser. Monies to be used for the purchase of food. Vendors - various Encino based restaurants/food suppliers.**

7. **Officer's Reports: (10 minutes)**

A. President's Report –

1. HOPE Team Homelessness Outreach on November 15th

B. Vice-President's Report – Committee Chairs and Membership

1. **MOTION: Approval of Jim Esterle and Alex Garay as coChairs of Outreach Committee**
2. Meeting with Committee Chairs to be held in January

C. Treasurer's Report – Update for Board - ENC Account and cash flow.

1. **MOTION: Approval of October 2016 Monthly Expenditure Report (MER)**

D. Secretary's Report

1. **MOTION: Approval of October 2016 Meeting Minutes**
2. **MOTION: Approval of September 2016 Meeting Minutes**
3. **MOTION: Approval of revised June 22, 2016 Meeting Minutes**

E. Sergeant-at-Arm's Report – Ethics, Funding, Code of Conduct

8. **Applications for open positions on the Encino Neighborhood Council (5 minutes)**

Available positions include:

Alternates: Apartment/Condo; Business; Education; Public Safety; Religious Organization/Institution; Volunteer/Service Group; At Large Representative; Area 1; Area 2; Area 4; Area 5; Area 6; Area 7

9. **Board Member Comments on Non-Agenda Items: (5 minutes) Limited to ONE MINUTES (1) per speaker; total time for all comment is limited to 5 minutes**

10. **Adjournment at 9:00pm**

**Next Encino Neighborhood Council meeting will be held on Wednesday, January 25th.
Encino Community Center**

STAY IN TOUCH

Encino Neighborhood Council is using NextDoor to notify the community about meetings, road closures, and more. Please join us!

https://nextdoor.com/choose_address/?i=mvjkwafjwhrtdzvqaru

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an 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 are within the Board’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

PUBLIC POSTING OF AGENDAS - ENC agendas are posted for public review as follows:
glass case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino
Encino-Tarzana Branch Library and the Encino Community Center

- www.encinonc.org
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

THE AMERICAN WITH DISABILITIES ACT - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting Debra George, Board President, at [\(818\) 971-6996](tel:(818)971-6996) or email via enc@socal.rr.com

PUBLIC ACCESS OF RECORDS – 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: www.encinonc.org or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Debra George, Board President, at [\(818\) 971-6996](tel:(818)971-6996) or email via enc@socal.rr.com

RECONSIDERATION AND GRIEVANCE PROCESS

For information on the ENC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the ENC Bylaws. The Bylaws are available at our Board meetings and our website www.encinonc.org

SERVICIOS DE TRADUCCION

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Ernie Moscoso, Presidente de la Mesa Directiva, al [\(818\) 971-6996](tel:(818)971-6996) o por correo electrónico enc@socal.rr.com para avisar al Concejo Vecinal."