



Officers

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**EXECUTIVE COMMITTEE & GENERAL MEETING
TUESDAY, AUGUST 16, 2011 - 10:30 AM
ENCINO WOMENS CLUB
4924 Paso Robles Avenue, Encino, CA.**

Approved Minutes

1. Call to Order at 10:35. Roll Call: Present: Mr. Krokover, Ms. Kelson, Ms. Rivlin, Mr. Kaufman, Ms. Rosen, Ms. Brewer. Mr. Silver, excused. Determination of a Quorum of 4.
2. Approval of the Executive JULY 2011 Minutes. Mr. Krokover asked Ms. Rivlin to once again request April minutes of Mr. Bailey. We are out of compliance with our charter to post minutes within 60 days.
3. President's Report: (Mr. Krokover) Getting very frustrated spending 10 –20 hours per week dealing with board member comments regarding fellow board members' comments and dealing with DONE follow up. With understanding of City atty, he has been directed to designate 2 board members that the NC can ask to speak to city atty office. Only these delegates, Mr. Krokover and Ms. Kelson, may communicate with city atty office. Board members with complaints are so directed to submit, not only to President, but also to the entire exec board for timely response, not to exceed 30 days. If executive response is more than 30 days, or if complainer disagrees with decisions he/she may then communicate with city atty or DONE. Only Mr. Krokover, Ms. Kelson, or Mr. Kaufman may communicate with DONE. Bylaws from 2006 shows caveat that allows for board members to file complaints against other bd members and for board members to proceed to remove. All NC do not have caveat for sanctioning or removal of board members. DONE is looking into restructuring inclusion of process and asking NC to propose wording of revision of bylaws to include process which can be approved by NC once DONE approves verbiage. Mr. Krokover passed out copies of historical communication on this topic.

Ms. Kelson would like to see an ad-hoc committee to deal with this issue. Chair appoints Mr. Silver and Ms. Moghimi-Patterson to co chair the committee. Respond back to exec on or before Oct. 18 with statement to submit to DONE.

4. Report from Vice-President on Committees (Ms. Kelson) – Would like to see positive attitude going forward and stated at next meeting. Committees are quiet this month. Re: Los Encinos, city atty stated that we may provide information, but are not allowed to take actions, positions, or funding for state issues. Coca Cola has \$100, 000 Park challenge. Thursday is Metro quarterly meeting at Skirball re: 405 plans. Use of "alternate routes" addressed.

5. Report from Treasurer (Mr. Kaufman) – Distributed report with July expenses totaling \$936.51 and annual expense summary remaining balance \$39, 221.49.
6. Web site update and posting of contact email address (Public Records) – Have a central (web corner or enc) process of emails. Ms. Kelson requested an updated roster. Forward Webcorner contract to all Board members. Newsletter under direction of Outreach Chair, VP and Sec’y to review articles before Theresa forwards to exec board. for approval of 3 out of 5.
7. Discussion on the AUGUST 24, 2011 General Council Agenda – Possible guest speakers
 - U. S. Congressman Brad Sherman (to do pledge of allegiance, present flag to ECC).
 - Ms. Jessica Yas (the Mayor's new West Valley Area Director), and Bureau of Sanitation.
 - A. Board Business - Committee Reports must be submitted to Mr. Krokover by noon Thursday for Friday posting.
 1. By Laws – last reading
 2. Education -
 3. Finance -
 4. Outreach –
 5. Planning and Land Use –
 6. Public Safety -
 7. Parks -
 8. Traffic & Transportation -
 9. VNY Airport -
 10. 12th Council District Service Committee Report
 - B. Discussion on September General Meetings – Conflict with Jewish Holiday – Postponed until October. Exec can call meeting is needed.
 - C. Update status on Save Los Encino Historical Park – Ad hoc committee to provide information. Ms. Moghimi-Patterson and Ms. Kelson to co chair.
 - D. Request from BongHwan Kim regarding proper financial reports and approvals by the general board.
 - E. Status on the Face Book / Twitter posting – According to the city attorney’s office we are in compliance on all fronts.
 - F. Email protocol and ethics regarding Brown Act – may not do a chain action. Send to exec committee to determine follow up, do not use cc.
 - G. Issues regarding Mulholland access during school secession
 - H. Amended By-Laws and Standing rules (Possible third revision as discussed with the city attorney’s office
 - I. Monthly News Letter (Email & Regular Mail Posting’s) – How best to notify the community
 - J. Monthly Food Expense Allowance - \$300
 - K. Other items for Council consideration (General)
8. Public Comments on non-agenda items within the Board’s jurisdiction
9. Board Member Comments on subject matters within the Board’s jurisdiction. Ms. Rivlin showed other NCs ad pages and was asked to share with Outreach

10. Next Executive Committee meeting: Tuesday, September 13, 2011 at 1:00 to determine if Sept meeting needed Sept. 20.

Adjourned at 11:45.

Respectfully submitted,

Shelley Rivlin

The Encino Neighborhood Council (ENC) is a certified Neighborhood Council of the City of Los Angeles which advises City and other Governmental Officials on issues or concerns that are affecting the community of Encino.

The ENC is made up of elected persons who live, work or otherwise are involved in the community of Encino.

The ENC also makes appropriations of City Funds for Community Projects and needs.

The ENC General Meetings are usually on the 4th Wednesday of each month at the:

Encino Community Center, 4935 Balboa Blvd at 7:00pm.

For further information – Please go to: www.encinocouncil.org

PUBLIC INPUT AT ENC MEETINGS - An opportunity for the public to address the Council or Speaker on agenda items will be provided before or during consideration of the item. Members of the public who wish to be recognized on any item are requested to complete a question card for each item they wish to address, and present the completed card(s) to the Sergeant-At-Arms. Speaker cards are available at the back of the meeting room.

The Council will also provide an opportunity for the public to speak on any

[Non-Agenda Items*] during **"Public Comment"**. **The Council may not take any action or discuss matters addressed in "Public Comments"**. However, the Council President may refer such matters to the appropriate Council Committees for further consideration.

*** Public comments are limited to 3 minutes per speaker.**

*** ENC COUNCIL DISCUSSION AND TIME LIMITS** – ENC Councilmember's requesting to speak will be recognized by the President in the order requested. **For any item, the Chairperson of the Committee, or the maker of the original motion shall have up to five (3) minutes to discuss the item. Councilmember's may speak up to TWO (2) minutes each on the matter unless extended by the President or Council.** After all members desiring to speak on a question have had an opportunity to be heard once, **the time for each Member desiring to speak again shall be limited to a maximum of ONE (1) minute unless extended by the President or Council.** A motion calling the **"Previous Question"** may be introduced by any member during a Council debate.

If adopted, this motion will terminate debate on a matter and the matter will then be submitted for a vote.

VOTING AND DISPOSITION OF ITEMS - Most motions require a majority vote of the Councilmember's present and voting will be by hand vote unless otherwise decided by the Council.

Unless requested for further consideration by an ENC Councilmember, any item which has been forwarded to the Council by a unanimous committee vote shall be approved as a "Consent Item" without further discussion.

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, assisted listening devices, or 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 by contacting Tom Soong, at (323) 359-2579, toll-free at (866) LA HELPS, or e-mail thomas.soong@lacity.org



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