



#### Officers

**TODD RUBINSTEIN**  
President

**KATHY MOGHIMI-PATTERSON**  
Vice President

**ANNI KEUSSEYAN**  
Secretary

**AL MASS**  
Treasurer

**SHERMAN GAMSON**  
Sergeant at Arms

## **Executive Committee Meeting**

**Wednesday, November 19, 2014**

### **APPROVED MINUTES**

[www.encinonc.org](http://www.encinonc.org)

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

**PRESENT:** Executive committee members: Todd Rubinstein, Sherman Gamson, and Anni Keusseyan.

- 1) **Call to Order, Roll Call, and Determination of a Quorum, Code of Civility, & Reminder of Exec Committee Protocol for those in attendance:** The meeting was called to order by President Todd Rubinstein at 7:05 p.m. A quorum was determined with 3 of 5 voting members present.
- 2) **Approval of the Wednesday, October 8, 2014 Executive Committee Meeting Minutes (Motion required, unless no objections):**

It was decided to review and approve the minutes at the next Exec Comm meeting in January 2015.

3) **Officer's Reports: a) President's Report:**

- i) **Email addresses (@encinonc.org) for ENC officers are now forwarding emails:**  
Todd mentioned that personal email addresses for ENC Board members are now available, if interested, need to let Todd know.
- b) **Staffing & staffing hours and deadlines for Agendas, etc:** Todd mentioned that ENC staff Theresa has submitted her resignation letter, and need to put a new requisition for a replacement.
- c) **Vice President's Report: i) Committee Chairs and membership:** None – (Kathy was not present)
- d) **Treasurer's Report:** (ENC Funding and Checking Account Updates) None – (George was not present) i) Update: September and October 2014 Monthly Expense Report (MER): Todd mentioned that  
the monthly expense reports for September and October were not done yet. ii) P-Card

update / ENC Funds and Expenses. iii) Staff hours and payments to Apple One – City Check Payment Tracker Accuracy for 2013/2014 and potential missing payments

e) **Secretary's Report:**

i) **Voting on funding matters - were ineligible board members removed from General Board Voting:** Anni mentioned that when counting the votes she is using the ENC Board Members most recent roaster that is posted on Empower LA Website. Todd mentioned that we need to use DONE approved Roll Call sheet. Anni will copy/prepare those sheets and use them for future meetings.

f) **Sergeant-at-Arm's Report: Updates on Ethics and funding training mandates:** Sherman reiterated that all board members need to comply with DONE and need to keep their Ethics training current. Sherman mentioned that he will send out a reminder emails to all board members / alternates that need to renew their certificates. i) Ethics Training link (NEW): <http://www.fppc.ca.gov/index.php?id=477> ii) Funding Training at: <http://empowerla.org/funding>

4) **New Business: a) Food & Refreshments for 12/03/14 General Meeting -- authorize up to \$250.** It was discussed and decided to order food from ROSTI Café. A motion was moved by Todd authorizing up to \$250 for food and refreshments, 2<sup>nd</sup> by Sherman. The motion Passed 3/0/0 **b) Potential Speakers for Next Board Meetings – Steve Soboroff, LA City Police Commission, LA City Attorney Mike Feuer, Congressman Sherman, Assembly member Matt Dababneh, State Senator Fran Pavley, Seleta Reynolds, New General Manager, LADOT, VICA Speaker.**

Todd mentioned he would follow up with the above mentioned officials' representatives to check their availabilities.

c) Education Committee grant process and most efficient way to keep track of the submissions; Website, Staff, or otherwise

d) **Ann Conkle, Outreach and Engagement Officer, Strength United (a CSUN Community Agency that serves portions of Encino Community). Providing counseling, advocacy and other services to victims of these crimes when they occur in Encino.**

Ann Conkle gave presentation about the StrengthUnited program and asked for approximately \$1,100 grant. Stakeholder and resident Alexis Kevorkian stated that he would fund the entire request personally and through private funds. The Exec Committee determined and moved that it would fund up to \$500 of the request and Alexis could fund the balance in a public/private partnership. The vote was unanimous at 3-0-0

5) **Old Business: a) Update: Time-Warner proposal for business class internet service switch to avoid future problems with residential class authorization and access to company when new officers are seated. Authorize up to \$80/month for this service.** No new update on this, as this matter was passed by the Exec committee in their October meeting.

**b) Update - Improvement & Infrastructure Committee Implementation (Jason Ackerman and or Bylaws Committee Chair, Sherman Gamson).**

It was agreed to discuss this at the next month's meeting.

**6) Board Seats and Vacancies – Members & Alternates: a) Other Stakeholders – ENC Website - [http://encinonc.org/home\\_elections.php](http://encinonc.org/home_elections.php) There were no new applications. b) Resignations – Area 4 Rep / At-Large Rep / Treasurer Public Safety Chair / Treasurer: If needed upon current Treasurer resignation** Todd mentioned that George will be staying until the new treasurer is elected.

**7) PLU issues & Updates: a) Balboa Park Terrace on Victory 187U Mixed-Use Live Work Residential Development by Moss between Orange line and Victory Blvd just west of Moss Group 6 Bldg Office Complex** Todd said this matter will be discussed at January PLU meeting.

**b) Update: 5015-5041 Balboa - 42U – Breaking ground and Excavation**

Todd said this matter will be discussed at January PLU meeting.

**c) Update (If needed): No updates i) Cell tower (60ft Pine Tree) at 17806 W. Erwin St (Carrier-Verizon) ii) Cafe Permit & ABC Mediterranean Express (TC Lounge Inc.)**

**8) Public Comments:** Stakeholder Alexis Kevorkian stated how terrible the traffic has gotten on the west end of Oakview Drive near Louise Ave. During rush hour in the morning, commuters use Oakview as a cut-through to Hayvenhurst Ave and Mulholland Dr. He stated that Nance Ave, the natural cut-through is better suited for that purpose as Oakview is essentially one lane when car park up there. The exec Committee asked that he be referred to Traffic & Transportation Committee and speak out at next General Board Meeting on 12/3/2014.

• Mr. Kevorkian also stated that the parcel on the SW corner of Petit and Oakview (at the eastern most entry up to Oakview) is an eyesore. He offered to partner with neighbors and or the ENC to landscape the parcel and make it more green and friendly as opposed to dirt and rocks

**9) Future meetings:**

a) Next ENC General Board Meeting: **Wed, December 3, 2014**

b) Next ENC Executive Committee Meeting: **Wed, January 14, 2015**

c) LANCC Meeting (HWD City Hall): – **Sat, December 6, 2014 at 10:00 am**

d) VANC Planning Forum, **Thurs, December 11, 2014 5:30 p.m.- 9 p.m.** CBS Studios, Studio City

Todd mentioned the upcoming meetings and encouraged all the members to attend.

**10) Meeting was adjourned at 8:00 pm**

Minutes submitted by Anni Keusseyan, Secretary