

ENCINO NEIGHBORHOOD COUNCIL
Executive Committee Meeting
Wednesday, February 11, 2015
PROPOSED MINUTES

LOCATION: Encino Community Center Auditorium, 4935 Balboa Blvd.

PRESENT: Executive committee members: Todd Rubinstein, Sherman Gamson, Kathy Patterson, Sharon Brewer and Anni Keusseyan.

Also were present, Board member Jason Ackerman and Alternate Glenn Bailey.

- 1) **Call to Order, Roll Call, and Determination of a Quorum, Code of Civility, & Reminder of Executive Committee Protocol for those in attendance:** The meeting was called to order by President Todd Rubinstein at 8:27pm.
- 2) **Approval of the Wednesday, January 14 Executive Committee Meeting Minutes (Motion required, unless no objections):**
Meeting minutes were not ready.
- 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 all ENC Board members are now available, if interested, need to let Todd know.
 - ii) **New Staffing & staffing hours and deadlines for Agendas, etc:** Todd mentioned that ENC has hired a new staff. Nazila's working hours are set as follows: Tuesday thru Friday 11am to 3 pm.
 - b) **Vice President's Report:**
None.
 - c) **Treasurer's Report:** (ENC Funding and Checking Account Updates)
 - i) **Update: 2014 Monthly Expense Report (MER):** Todd said he was working with Sharon Brewer, ENC's new Treasurer to bring everything to current.
 - ii) **ENC Funds and Expenses – Union Bank Account Update – Account signatories:** Todd mentioned that they have not received the ENC Debit Card.
 - iii) **Staff hours and payments to Apple One – City Check Payment Tracker Accuracy for 2013/2014 and missing payments:** Todd mentioned that he is working with Apple One in getting all the invoices and payments verification.
 - d) **Secretary's Report:**
 - i) **Voting on funding matters - were ineligible board members removed from General Board Voting:** Anni said that she has started using the new forms.
 - e) **Sergeant-at-Arm's Report: Updates on Ethics and funding training mandates for Board members and Alternates:** 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>
 - iii) **BONC Code of Conduct Policy – deadline extended to Friday 04/03/2015**
 - iv) **Lack of attendance by some at Board Meetings:** no new updates

4) New Business:

a) Food & Refreshments for 2/25/2015 General Meeting - - authorize up to \$250.

It was discussed and decided to order food from Fresh Brothers Pizza. A motion was moved by Kathy authorizing up to \$250 for food and refreshments, 2nd by Anni. The motion Passed 5/0/0

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) Speaker for 2/25/2015 board Meeting – Roy Forbes, Founder & CEO of SurvivVault (EQ preparedness). Todd mentioned this would be a good presentation for Encino residents about earthquake preparedness.

d) Candidate Forum for General Board meeting – LAUSD Board Seat 3 Candidates - Todd mentioned that he would invite the candidates for a forum. This would give the ENC Board and the residents a chance to meet with Candidates.

5) Old Business:

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

Todd mentioned that the committee has submitted a draft, and they are still working on the final plan. Once the final version of the plan is ready, it will be presented to ENC board.

6) Board Seats and Vacancies – Members & Alternates:

a) Other Stakeholders – ENC Website - http://encinonc.org/home_elections.php

b) Vacancies – Area 4 Rep / At Large Rep position

See 02/11/2015 special Board meeting minutes for details.

c) Alternate Positions Filled at Special Meeting 2/11/2015 – Area 1, Area 3 and At-Large Alternate

See 02/11/2015 special board meeting minutes for details.

7) Committee Reports:

a) ByLaws Committee: Alterations of Absences provision Section 7, Article V.

Sherman mentioned that the ByLaws committee is still working on this revision.

8) Public Comments: [Non-Agenda Items] within the “Board’s” jurisdiction are limited to TWO MINUTES (2) per speaker. This is a NON-DISCUSSION PERIOD.

None.

9) Future meetings:

a) Next ENC General Board Meeting: Wed, February 25,2015

b) Next ENC Executive Committee Meeting: March 11, 2015

c) VANC Planning Forum, Thurs, February 12, 2015 6:30 p.m. SO Hospital – Doctors’ Conf. Room

d) LANCC Meeting (HWD City Hall): – Sat, March 7, 2015 at 10:00 am (Hollywood Neighborhood City Hall)

e) BONC Meeting (City Hall): Monday March 16, 2015 (Los Angeles City Hall)

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

10) Adjournment: Meeting was adjourned at 9:15 pm

Minutes submitted by Anni Keusseyan, Secretary