



Officers

DEBRA GEORGE
President

VICTORIA MILLER
Vice President

SCOTT H LINDEN
Secretary

PATRICIA BATES
Treasurer

GLENN BAILEY
Sergeant at Arms

NOTICE AND AGENDA

ENCINO NEIGHBORHOOD COUNCIL EXECUTIVE COMMITTEE MEETING

Tuesday, May 17, 2016 @7:00pm Meeting

**Encino Community Center Auditorium
4935 Balboa Blvd., Encino CA 91316**

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

- 1. Call to Order. Roll call; determination of quorum.**
- 2. Public Comments on Non-Agenda Items:** Limited to ONE MINUTE (1) 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.
- 3. Officer's Reports:**
 - A. President's Report – Activities Update and Community Reports
 - B. Sergeant-at-Arm's Report –
 - (1) Applications for open positions on the Encino Neighborhood Council
 - (2) Encino Property Owners Association and Encino Chamber of Commerce documentation
 - (3) Roster
 - (4) Ethics, Funding, Code of Conduct
 - C. Vice-President's Report – Committee Chairs and membership
 - D. Secretary's Report – Completion of April 27th meeting minutes
 - E. Treasurer's Report –
 - (1) Update - ENC Account and cash flow.
 - (2) March and April 2016 Monthly Expenditure Report (MER)
 - (3) Proposed 2016/2017 FY budget
 - (4) Updates on school grants
 - (5) Outstanding obligations, NPGs, etc

4. New Business

- (1) \$500 for the purchase of office supplies including a paper shredder and printer toner.
- (2) \$1500 for the update of the Encino Neighborhood Council website. Update will bring website up to EmpowerLA standards including the ability to view on mobile devices.
- (3) Authorize up to \$300 for refreshments for 5/25 General Board Meeting
- (4) Request from Amstoy Estate for financial sponsorship of community BBQ.
- (5) Staffing including discussion of agency
- (6) Valley Preparedness Fair NPG for \$850
- (7) 2016 Congress of Neighborhoods funding not to exceed \$1,000
- (8) 2016 EmpowerLA Awards event funding not to exceed \$250
- (9) Board Training
- (10) CIS Authorizations
- (11) Up to \$4,000 for the purchase of padded folding chairs for the Community Center
- (12) Possible purchase of window coverings for the Community Center
- (13) Review Draft General Board 5/25 Agenda

5. Adjournment by 8:50pm

Next Executive Committee meeting will be held on Tuesday, June 14th.

The public is requested to fill out a “**Speaker Card**” to address the Committee on any agenda item before the Committee 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 Committee’s jurisdiction will be heard during the Public Comment period. No individual speaker will be allowed more than one minute, unless presiding officer of the Committee decides differently.

The agenda is posted for public review at the Encino Chamber of Commerce (outside display case viewable all hours), Encino Community Center, Balboa Sports Center, Encino-Tarzana Branch Library, and The Coffee Bean & Tea Leaf store (17301 Ventura Bl.). Report(s) related to an agenda item will be available for review at www.EncinoNC.org.

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 three business days (72 hours) prior to the meeting by contacting the Department of Neighborhood Empowerment at (213) 978-1551 OR toll-free at 3-1-1 or by emailing NCsupport@lacity.org