



Officers:
PAT BATES•President
VICTORIA MILLER•Vice President
JODIE FRANCISCO•Secretary
GLENN BAILEY•Treasurer
HENRY ESHELMAN•Sergeant at Arms

MINUTES
ENCINO NEIGHBORHOOD COUNCIL
EXECUTIVE COMMITTEE MEETING
Tuesday August 17th, 2021 @ 6:30pm

Webinar:

<https://us02web.zoom.us/j/87172153317>

- 1. Zoom meeting was called to order at 6:30 PM, Members Bates, Miller, Eshelman, Francisco and Bailey all present.**
- 2. Discussion and possible action regarding meeting conduct.**
 - a. There was a motion to modify the meeting procedure for public comment on agenda items to 1 minute per item with an aggregate limit per speaker of 5 minutes for the meeting. Times may be modified at the Chair's discretion. (Bates-Eshelman) After extensive discussion there was unanimous agreement to study the Board of Neighborhood Commissioners procedures and mirror that after consultation and written advice from the City Attorney.
 - b. Motion to modify the Standing Rules to allow the public comment on non-agenda items period at any point in the meeting, at the Chair's discretion, to be considered by the Bylaws Committee which is meeting next Friday. (Bates-Miller) Motion was referred to the bylaws committee.
 - c. Motion to eliminate any comment on Reports from Public Officials/Community Agencies other than requests for clarification of information provided (e.g., confirm the date of an upcoming event) was withdrawn. After extensive discussion and several suggestions, the conclusion was to again ask for clarification, including an option to include a limited public comment/question period after all presentations.
 - d. Motion referred to Bylaws committee: to request that any board member asking for amendment or substitute motion related to an agenda item requiring a vote provide to the chair the text of the requested change prior to the meeting so the requested change may be distributed to the board. This requirement may be waived by the Chair in the case of exigent circumstances. The entire board should be reminded that we expect most of the items on the General Board Meeting Agenda to have been considered and passed by one of the ENC Committees. The agendas for these meetings are available to the entire board, if a member has an issue with or questions about an item being considered by a committee, that member should weigh in at the committee meeting.
- 3. The July 2021 Executive Committee [minutes](#) were approved without objection.**
- 4. Officer's Reports: Brief president's and Vice-President's reports were presented. . the Secretary's Report, review of the July 2021 General Board Meeting minutes and Vote Count sheets included a motion to approve, followed by a motion to rescind the motion to approve, as the minutes are voted on by the entire board. The Treasurer's Report discussed the [July 2021 Monthly Expenditure Report \(MER\)](#), emailed to board 8/6/2021 and posted to**

ENC Financials webpage, as well as an update on previous NPGs. The Sergeant-at-Arms Report referenced Training compliance of the board.

5. New Business Executive Committee

- A. **Discussion & possible action:** Motion to recommend the Board appoint Board Members Jodie Francisco and David Krygier to attend the 2021 Civic University for Neighborhood Councils scheduled on September 9, 23 and 30, 2021, and further any additional attendees be added at the General Board Meeting (Bates-Francisco, 5 yes/0 no/0 abstentions)
- B. **Discussion & possible action:** Possibly scheduling a virtual Board Retreat was discussed.
- C. **Discussion and possible action:** Remove the Encino Women's Club at 4924 Paso Robles Avenue, Encino from the list of Agenda posting locations. Access to that building is restricted during Community Center activities, and in fact it is generally inaccessible. There was a general discussion of posting locations, concluded just say the Community Center.
- D. **Discussion:** Evaluate the ENC's computer equipment, recommend upgrades, or modification of procedures. This would include possibly migrating all data to Google Drive and increasing the storage capacity there as needed. Include discussion of options and related costs for internet access at the Encino Women's Club building to possibly provision of access for the entire Community Center after consultation with the city of Los Angeles Department of Recreation & Parks. Recommendations would be directed to the appropriate committee.
- E. **Announcement:** DONE is accepting Bylaws amendments now. The submittal deadline is April 15, 2022

Adjournment by 8:25pm

Next Executive Committee meeting: September 14th, 2021