



# Encino Neighborhood Council

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Roy Nwaiser - President

Josh Sautter - Vice President

Jennifer Luce - Secretary

Pilar DeFreest - Treasurer

Kelvin Tolbert - Sergeant-at-Arms

## MEETING MINUTES ENCINO NEIGHBORHOOD COUNCIL FINANCE COMMITTEE SPECIAL MEETING Sunday, January 25, 2026 @11:00 AM

Zoom meeting online or by telephone  
Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82223898570>

Or dial (888) 475-4499 to join the  
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**Zoom Webinars are recorded.**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte Jennifer Luce, Secretaria, al (747) 282-0450 o por correo electrónico [secretary@encinonc.org](mailto:secretary@encinonc.org) para avisar al Concejo Vecinal.

IN CONFORMITY WITH THE JANUARY 1, 2026 ENACTMENT OF CALIFORNIA SENATE BILL 707 (DURAZO) AND LA CITY COUNCIL FILE 23-1114, THE ENCINO NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED VIRTUALLY.

Public Comment: Public calling in, please press \*9 on your phone to raise your hand to speak. For those that are using the Zoom Webinar please use the raise your hand feature to speak.

Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. **Public Comments on non-agenda items is limited to TWO MINUTES (2) per speaker.** Time may be adjusted at the Chair's discretion.

Public comment on agenda items will be heard when the item is up for discussion. **Public comment on agenda items is limited to ONE MINUTE (1) per agenda item.** Comments from the public on agenda items will be heard only when the respective item is being considered. Time may be adjusted at the Chair's discretion.

**Voting Committee Members:** \*Pilar DeFreest (Chair), \*Glenn Bailey, \*Geraldine Hernandez-Abisror, Varant Majarian, \*Diane Rosen, \*Laure Stevens

**Alternate Voting Committee Members:** \*Roy Nwaiser

**\*Indicates ENC Board Member or Alternate; no more than five (5) ENC Board Members and/or Alternates may be seated at one time during any ENC Committee Meeting.**

**1. Call to Order / Roll call / Determination of quorum**

Meeting called to order at 11:05am

**Roll Call:**

X	Pilar DeFreest	X	Glenn Bailey	Ab	Geraldine Hernandez-Abisrorn
X	Varant Majarian	X	Diane Rosen	X	Laure Stevens
X	Roy Nwaisser				

**Seating of:** \*Roy Nwaisser

**2. Comments from chair**

Effective January 2026, the Encino Neighborhood Council's assigned City Funding Representative is Ana Cardoso.

**3. Reports from Public Officials/Departments/Community Agencies**

No representatives were in attendance and no reports were provided.

**4. Public Comment on Non-Agenda Items (limited to ten (10) minutes)**

Public comments on non-agenda items are limited to *TWO (2) MINUTES* per speaker. Time may be adjusted at the Chair's discretion.

**5. Discussion and possible motion:** Neighborhood Council Budget Advocates' request for a \$500 contribution to support "Neighborhood Council Budget Day" scheduled for June 27, 2026.

**Motion:** The Finance Committee recommends the approval of \$500 for "Neighborhood Council Budget Day" scheduled for June 27, 2026.

**Motion Made By:** Laure Steven

**Seconded By:** Varant Majarian

**Vote:** Motion passed unanimously – Bailey=yes/DeFreest=yes/Hernandez-Abisrorn-absent/Majarian=yes/Nwaisser=yes/Rosen=yes/Stevens=yes

**6. Discussion:** The Friends of the Los Angeles River (FoLAR) Neighborhood Purpose Grant which was denied by the City of Los Angeles on November 12, 2025.

**Refer:** Friends of the Los Angeles River (FoLAR) submitted a revised budget on January 25, 2026, per the City's request. The Encino Neighborhood Council Finance Committee will resubmit the Neighborhood Purpose Grant to the City with the updated budget for consideration.

**7. Discussion and possible motion:** Neighborhood Purposes Grant submissions from Encino Charter Elementary School

**A. Request for \$3,500** to support the [5th Grade Field Trip to Camp Keystone](#), including all activities for students and teacher chaperones

**Discussion:** The Finance Committee reviewed the information on Camp Keystone (located in Agoura Hills, CA) and the activities the 5th graders would be participating in. While the trip offers a positive team-building experience, the activities are primarily recreational and do not demonstrate the clear educational or community-benefit purpose required for Neighborhood Purpose Grant funding. As such, the trip does not align with the City's public benefit criteria.

**Motion:** The Encino Neighborhood Council Finance Committee recommends **not funding** the Neighborhood Purpose Grant request from Encino Charter Elementary School for \$3,500 to cover the 5th Grade Field Trip to Camp Keystone in Agoura Hills, CA.

**Motion Made By:** Glenn Bailey

**Seconded By:** Diane Rosen

**Vote:** Passed – Bailey-yes/DeFreest-yes/Hernandez-Abisrorn-absent/Majarian-abstain/Rosen-yes/Stevens-abstain

**B. Request for \$5,000** to purchase two Promethean Boards for classroom use, including stands and four-year RADIX protection (bundled price of \$2,808.62 each). Additional information on the Promethean Boards.

**Discussion:** Shaindi Schwebel provided an overview of Promethean Boards, including their classroom functionality and instructional uses. Committee members received information on how the technology supports teaching and student engagement.

**Motion:** The Encino Neighborhood Council Finance Committee recommends that the Encino General Board approve the expenditure of \$5,000 for the Neighborhood Purposes Grant submitted by Encino Charter Elementary School for two Promethean Boards, pending receipt of an updated Neighborhood Purposes Grant to include the required second signature. (updated NPG with second signature received on 1/26/26)

**Motion Made By:** Laure Stevens

**Seconded By:** Varant Majarian / Diane Rosen

**Vote:** Motion passed unanimously – Bailey-yes/DeFreest-yes/Hernandez-Abisrorn-absent/Majarian-yes/Rosen-yes/Stevens-yes

## 8. Announcements:

Committee member announcements about items not related to ENC Financial Committee business.

**New Funding Policies:** Glenn Bailey reported that the City of Los Angeles is expected to release the *2026 Neighborhood Council Funding Program Policies and Guidelines* in early February 2026. Significant changes are anticipated. Once the final document is posted to the Office of the LA City Clerk webpage, the Encino Finance Committee will receive the updated policies to ensure all members are informed of the new requirements and procedures.

## 9. Adjourn

**12:11pm**

**Next Finance Committee Meeting TBD April 2026**

The Encino Neighborhood Council (ENC) is a Certified Neighborhood Council of the City of Los Angeles which ADVISES City, other Governmental Officials' and the Community on issues or concerns that are affecting the community of ENCINO. The ENC is made up of volunteers who are ELECTED by the community 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 as requested and approved by various committees and the general board.

**Out of an abundance of caution due to the possible attendance and participation of a majority of Encino Neighborhood Council Board Members at this Committee meeting, this meeting is noticed as a Joint Meeting of the Committee and the Board, in adherence with the State's Brown Act. No action will be taken on behalf of the Board at this meeting of the Committee. Only Committee Members are allowed to vote.**

In the event of a disruption that prevents the eligible legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the eligible legislative body's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the eligible legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the eligible legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1. **California Government Code Section 54953.8(b)(3).**

The legislative body shall not require public comments to be submitted in advance of the meeting and shall provide an opportunity for the public to address the legislative body and offer comments in real time. **California Government Code Section 54953.8(b)(4).**

Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the eligible legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

**California Government Code Section 54953.8(b)(5),**

A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to paragraph (5), to provide public comment until that timed public comment period has elapsed. **California Government Code Section 54953.8(b)(6)(A),**

A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to paragraph (5), or otherwise be recognized for the purpose of providing public comment. **California Government Code Section 54953.8(b)(6)(B).**

**THE AMERICAN WITH DISABILITIES ACT** 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 the Department of Neighborhood Empowerment by calling (213) 978-1551 or email: [NCsupport@lacity.org](mailto:NCsupport@lacity.org)

**PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: [www.encinonc.org](http://www.encinonc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Jennifer Luce, Secretary, at (747) 282-0450 or email at: [secretary@encinonc.org](mailto:secretary@encinonc.org).

**PUBLIC POSTING OF AGENDAS** – Neighborhood Council agendas are posted for public review as follows:

- 4933 Balboa Blvd, Encino, CA 91316
- [www.encinonc.org](http://www.encinonc.org)
- You can also receive our agendas via email by subscribing to L.A. City's Early Notification System at <https://www.lacity.org/subscriptions>

**NOTICE TO PAID REPRESENTATIVES** – If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)

**RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the NC's process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the NC Bylaws. The Bylaws are available at our Board meetings and our website [www.encinonc.org](http://www.encinonc.org)