

**CITY OF
LOS ANGELES**



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**Approved Minutes
EXECUTIVE COMMITTEE & GENERAL MEETING
TUESDAY, FEBRUARY 15, 2011 - 12:30 P.M.
ENCINO WOMENS CLUB
4924 Paso Robles Avenue, Encino, CA.**

1. Call to Order at 12:35. Roll Call: Present - Mr. Krokover, Ms. Kelson, Mr. Kaufman, Ms. Rivlin, Mr. Silver and Ms. Brewer, Ms. Rosen. Tom Soong from DONE.
Determination of a Quorum of 5.
2. Approval of January, 2010 Minutes as amended. (Shelley Rivlin)
3. President's Report: (Mr. Krokover) – Progress on website. Up and running this week for e-mail blast on Feb. 23 mtg. Ethics and legal issue response to be distributed by Mr. Kaufman for meeting. Community issues are Gold Mountain design, Mermaid, and Encino sign.
4. Report from Vice-President on Committees (Ms. Kelson) – Parks has not met. Outreach and volunteer committee active. Agenda for Mulholland review was sent to Patch website.
5. Report from Treasurer (Mr. Kaufman) – Mr. Soong has unblocked payment for repair of cordless mic. January expense report. Ms. Rosen's monthly allotment of \$150 not always used by PLU. Mr. Kaufman moved, 2nd by Mr. Krokover, that the chair of any committee requesting ENC funds is solely responsible for obtaining all information, providing all documentation, and securing the approvals required by the City of Los Angeles, prior to the distribution of any ENC funds for that request. Passed with unanimous vote. Mr. Soong will email Ms. Kelson to arrange for committee chairs and new board members to receive training.
6. Update on the NEW Website status – Rob Adams working on it and has alternate .com website. He will work with Theresa to prepare e-blast.
7. Discussion of the FEBRUARY 23, 2011 General Council Agenda
 - A. Board Business - Committee Reports (To be presented)
 1. By Laws – City attorney will notify all NC's about the bylaws and standing rules that need to be included, as per Darrin Martines and Rita Venegas. Bylaws may stipulate the funding of food line item in budget to designate food. The executive committee then has authority not to exceed that amount for fiscal year. A line item may be designated to fund donations up to a certain amount.
 2. Education – Will report on applications for funding projects at local schools.
 3. Finance -
 4. Outreach – Pod poses.
 5. Planning and Land Use – needs 200 stamps for neighborhood notices. Alcohol issue will go back to committee re: Carolina restaurant.
 6. Public Safety - Lanai Rd. ES traffic
 7. Parks
 8. Traffic & Transportation – VNY Airport, Mulholland Design review
 9. 12th Council District Service Committee Report

10. DONE Report (Mr. Thomas Soong) – DONE e-blasts are being received and forwarded. Bylaw deadline April 5. Ms. Kelson requests it be extended to May. Peer mentoring programs. City election taskforce funding mtgs being scheduled.. Congress of Neighborhood taskforce Feb. 20.
11. Ethics Training Compliance -

- B. Guest Speaker for the General Meeting - Eric Garcetti confirmed
- C. Food Drive (Shelley Rivlin) – Contacted local food pantries and will be meeting with Encino distribution center at VBS in coop with SOVA. Fed up wih Hunger rep can present @ March mtg for 15 mins. We want bags and info @ Feb. mtg.
- D. Update and consideration of the November / December 2010 General Meeting Minutes. Ms. Rivlin will sent to Mr. Kaufman for addition with agenda.
- E. Taste of Encino Shared Booth with CD-5 office and staff – Position stands as per Jan. exec mtg.
- F. Monthly News Letter (Email & Regular Mail Posting)
- G. Monthly Food Expense Allowance – Chair will announce when there is extra food at end of meeting available to be distributed.
- H. Other items for Council consideration – Ms. Geffen from Mirman school will have haz waste collection March 5.

10. Public Comments on non-agenda items within the Board's jurisdiction - none
11. Board Member Comments on subject matters within the Board's jurisdiction - Do we need an editor of ENC bulletin?
12. Next Executive Committee meeting: Tuesday, March 15, 2011

Adjourned at 1:55.
Respectfully submitted,
Shelley Rivlin

The Encino Neighborhood Council (ENC) is a certified Neighborhood Council of the City of Los Angeles which advises City and other Governmental Officials on issues or concerns that are affecting the community of Encino.

The ENC is made up of elected persons 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.

The ENC General Meetings are usually on the 4th Wednesday of each month at the:

Encino Community Center, 4935 Balboa Blvd at 7:00pm.

For further information – Please go to: www.encinocouncil.org

PUBLIC INPUT AT ENC MEETINGS - An opportunity for the public to address the Council or Speaker on agenda items will be provided before or during consideration of the item. Members of the public who wish to be recognized on any item are requested to complete a question card for each item they wish to address, and present the completed card(s) to the Sergeant-At-Arms. Speaker cards are available at the back of the meeting room.

The Council will also provide an opportunity for the public to speak on any

[Non-Agenda Items*] during **"Public Comment"**. **The Council may not take any action or discuss matters addressed in "Public Comments"**. However, the Council President may refer such matters to the appropriate Council Committees for further consideration.

*** Public comments are limited to 3 minutes per speaker.**

*** ENC COUNCIL DISCUSSION AND TIME LIMITS** – ENC Councilmember's requesting to speak will be recognized by the President in the order requested. **For any item, the Chairperson of the Committee, or the maker of the original motion shall have up to five (3) minutes to discuss the item. Councilmember's may speak up to TWO (2) minutes each on the matter unless extended by the President or Council.** After all members desiring to speak on a question have had an opportunity to be heard once, **the time for each Member desiring to speak again shall be limited to a maximum of ONE (1) minute unless extended by the President or Council.** A motion calling the **"Previous Question"** may be introduced by any member during a Council debate.

If adopted, this motion will terminate debate on a matter and the matter will then be submitted for a vote.

VOTING AND DISPOSITION OF ITEMS - Most motions require a majority vote of the Councilmember's present and voting will be by hand vote unless otherwise decided by the Council.

Unless requested for further consideration by an ENC Councilmember, any item which has been forwarded to the Council by a unanimous committee vote shall be approved as a "Consent Item" without further discussion.

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 Tom Soong, at (323) 359-2579, toll-free at (866) LA HELPS, or e-mail thomas.soong@lacity.org



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