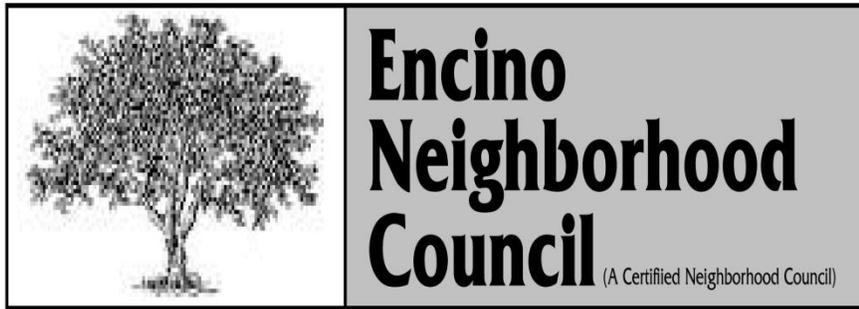


CITY OF
LOS ANGELES



Officers

GLENN BAILEY
President

TODD RUBINSTEIN
Vice President

KEN SILK
Secretary

JOHN ARNSTEIN
Treasurer

KATHY MOGHIMI-
PATTERSON
Sergeant at Arms

**NOTICE AND AGENDA
ENCINO NEIGHBORHOOD COUNCIL
EXECUTIVE COMMITTEE SPECIAL MEETING**

**Wednesday, May 8, 2013 – 8:00 pm (or upon adjournment of ENC Special Board Meeting,
whichever is later)**

Encino Community Center Back Craft Room, 4935 Balboa Avenue, Encino

MOTION, DISCUSSION, AND VOTE MAY BE TAKEN ON ITEMS 2-11, 15-16

- 1) Call to Order; Roll Call (Voting Members Listed Above); Determination of Quorum (3 minimum)
- 2) Review and Approve Minutes of Previous Executive Committee Meeting – April 10, 2013
- 3) Review Possible Agenda Items for Wednesday, May 22, 2013 ENC Board Meeting Including Requests For Agenda Items Submitted By ENC Committees, Board Members, and Stakeholders
 - a. Focus on Bylaws
 - b. Code of Civility
 - c. Refreshments
- 4) Review Possible Agenda Items for Wednesday, June 26, 2013 ENC Board Meeting Including Requests For Agenda Items Submitted By ENC Committees, Board Members, and Stakeholders
 - a. Possible Speakers
 - b. Refreshments
- 5) Continuing (Old) Business From Previous Board/Executive Committee Meetings
 - a. Reschedule Board Workshop
- 6) President's Report – Glenn Bailey Report including, but not limited to, the following items:
 - a. Board Vacancies: Resignation(s) Received; Application(s) Received
 - b. Prior Board Meeting(s) Actions and Community Impact Statements Filed– Update
 - c. Logs of Incoming Correspondence: Planning, Financial, and All Other
 - d. BONC NC Plan Review Valley Area Committee – Update (Final Joint Meeting 5/25/13?)
 - e. 2014 Neighborhood Council Elections Update (Council File 11-1912-S1)
- 7) Vice-President's Report – Todd Rubinstein Report including, but not limited to, the following items:
 - a. Committee Regular Meeting Schedule; Committee Agendas Must Include Voting and Non-Voting Member Names; Posting Committee Member Names on ENC Website
 - b. Follow Up on Items Referred to ENC Committees
- 8) Secretary's Report – Ken Silk Report including, but not limited to, the following items:
 - a. Board Member Attendance
- 9) Treasurer's Report – John Arnstein Report including, but not limited to, the following items:
 - a. Monthly Financial Statement for April 2013: Purchasing Card Transactions, Demand Warrants, Auto-Deductions, and Bank Statement

- b. Purchasing Card Reconciliation Quarterly Report: Third Quarter Submittal
 - c. Election Encumbrance Reconciliation Form and EmpowerLA Vote-By-Mail Fee of \$500 for Encino NC 2012 Election
 - d. ENC Equipment Inventory
 - e. Requests For Funding Received/Pending
 - f. Additional Corded Microphone for ENC Use In Encino Community Center Auditorium
- 10) Sergeant at Arms Report – Kathy Moghimi-Patterson Report including, but not limited to, the following items:
- a. Mandatory Ethics Training Compliance By ENC Board Members
- 11) ENC Committee Reports and Items For Possible Referral To Committee Or Consideration By ENC Board
- a. Encino Community Issues
 - b. Citywide Issues (Including Current EmpowerLA Newsletter “Council File Hot Sheet”)
- 12) Upcoming NC Meetings and Events
- a. Valley Alliance of NCs: Next meeting Thursday, May 9, 2013, 6:30 p.m.
 - b. Los Angeles NC Coalition: Next meeting Saturday, June 1, 2013, 10:00 a.m.
 - c. PlanCheckNC: Next meeting Saturday, May 11, 2013, 10:00 a.m.
 - d. Board of Neighborhood Commissioners (BONC): Next meeting Monday, May 20, 2013, 1:00 p.m.
 - e. City Council Education and Neighborhoods Committee: Next meeting Tuesday, May 21, 1:00 p.m.
 - f. Congress of Neighborhoods: Saturday, September 28, 2013
- 13) Public Forum: Comment On Non-Agenda Items (up to two minutes per speaker; no discussion)
- 14) Board Member Comments and Announcements (up to one minute per member; no discussion)
- 15) Next ENC Executive Committee Meeting: Wednesday, June 12, 2013, 7:00 p.m.
- 16) Adjournment (by 9:15 p.m.)

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 Forum period. Public comment is limited to ten minutes maximum. No individual speaker will be allowed more than two minutes, unless presiding officer of the Committee decides differently. The agenda is posted for public review at the Encino Chamber of Commerce (viewable all hours), Encino Community Center, Balboa Sports Center, Encino-Tarzana Branch Library, and The Coffee Bean & Tea Leaf store (17301-1 Ventura Bl). Report(s) related to an agenda item will be available for review at www.EncinoNC.com. 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 ENC Office at 818-971-6996 or emailing ENC@socal.rr.com