

CITY OF
LOS ANGELES



Officers
TODD RUBINSTEIN
President

KATHY MOGHIMI-
PATTERSON
Vice President

ANNI KEUSSEYAN
Secretary

GEORGE JAWLAKIAN
Treasurer

SHERMAN GAMSON
Sergeant at Arms

NOTICE AND AGENDA
EXECUTIVE COMMITTEE MEETING
Wednesday September 10, 2014 - 7:00 PM

Location: Encino Community Center - 4935 Balboa Blvd. Encino
Back Craft Room

1. **Call to Order, Roll Call, Determination of a Quorum, Code of Civility, & Reminder of Executive Committee Protocol for those in attendance.**
2. **Approval of the Wednesday, August 13, 2014 Executive Committee Meeting Minutes (Motion required, unless no objections)**
3. **Officer's Reports:**
 - a. President's Report –
 - i. Email addresses (@encinonc.org) for ENC officers are now forwarding emails.
 - ii. Theresa's hours and deadlines for Agendas, etc.
 - b. Vice-President's Report - Committee Chairs and membership
 - c. Treasurer's Report - ENC Account Updates:
 - i. Update: June, July, and August 2014 Monthly Expense Reports (MERs)
 - ii. P-Card update / ENC Funds and Expenses
 - iii. Staff hours and payments to Apple One – City Check Payment Tracker Accuracy for 2013/2014 and potential missing payments.
 - iv. FY 2014/2015 Budget Package due 9/1/14 - DONE (also see 4f below)
 - d. Secretary's Report - Voting on funding matters - were ineligible board members removed from General Board Voting.
 - e. Sergeant-at-Arm's Report - Updates on Ethics and funding training mandates
 - i. Ethics Training link (NEW): <http://www.fppc.ca.gov/index.php?id=477>
 - ii. Funding Training at: <http://empowerla.org/funding/>
4. **New Business:**
 - a. Reimburse Anni Keusseyan for incurred expenses for refreshments for June 25th and July 23rd General Board Meeting as follows: 6/26/14 - \$24.43 | 7/27/14 - \$22.90 (combined total \$47.33).
 - b. Time-Warner proposal for business class internet service switch to avoid future problems with residential class authorization and access to company when new officers are seated.
 - c. Food & Refreshments for 9/17/14 General Meeting - - authorize up to \$250
 - d. Potential Speakers for Next Board Meetings - Bobby Shriver & Sheila Kuehl, Steve Soboroff, LA City Atty Mike Feuer, Congressman Sherman, Assembly member Matt Dababneh, State Senator Fran Pavley

- e. City of Los Angeles Elections Lottery: Does the ENC support a lottery of prizes to encourage the citizens of Los Angeles to vote? Herb Wesson, President of the LA City Council would like input from the NC's. Discussion and vote.
- f. Update: ENC Finance Committee work on revised 2014/2015 Budget
- g. Update & Work: Items and requirements for DONE Budget Package 2014:
 - i. Neighborhood Council Self-Assessment for Fiscal Year 2013-2014
 - ii. Neighborhood Council Strategic Plan for Fiscal Year 2014-2015
 - iii. Neighborhood Council Outreach Survey for Fiscal Year 2014-2015
 - iv. Neighborhood Council Budget for Fiscal Year 2014-2015
 - v. Board Vote Count Form

5. Old Business:

- a. Biz cards pricing authorize up to \$300 for 20 sets of 250 at \$10 per set.
- b. Update: Board referral to By-Laws for potential Standing Rules change or alteration regarding recently passed rule for PLU Projects.

6. Board Seats & Vacancies – Members and Alternates

- a. Other Stakeholders – ENC Website - http://encinonc.org/home_elections.php
- b. Resignations - Public Safety Chair / Treasurer

7. PLU Issues & Updates:

- a. Balboa / Victory Residential Development by Moss between Orange line and Victory Blvd just west of Office Complex
- b. Update: 5015-5041 Balboa - 42U – Excavation and impact on Encino Charter Elementary

8. Public Comments: [Non-Agenda Items] Within the “Board’s” jurisdiction are limited to TWO MINUTES (2) per speaker. This is a NON-DISCUSSION PERIOD.

9. Future Meetings:

- a. The next ENC General Board Meeting: **Wed, September 17, 2014**
- b. The next ENC Executive Committee Meeting: **Wed, October 8, 2014**
- c. VANC Monthly Meeting: - **Thurs, September 11, 2014** (*Generally 2nd Thurs of month*)
- d. VANC Candidate Forum: - LA County Supervisor 3rd District Race: **Oct 9, 2014**
- e. LANCC Meeting (HWD City Hall): – **Sat, Sept 6, 2014 / Sat, Oct 4, 2014 at 10:00am**
- f. BONC Meeting (City Hall): - **Tue, Oct 7, 2014** (United Neighborhoods of West Adams, etc.)

10. Adjournment: 8:15 PM

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 ENC General Board.

The ENC Executive Committee meetings are usually held on the 2nd Wednesday of each month at the: **Encino Community Center, 4935 Balboa Blvd (Back Craft room behind the stage) starting at 7:00pm.** For further information – Please go to: www.encinonc.org

PUBLIC INPUT AT ENC EXECUTIVE COMMITTEE MEETINGS - An opportunity for the public or other Board members not on The ENC Executive Committee to address the Committee will be provided during “Public Comment section”. **The Executive Committee may or may not take any action or discuss matters addressed in “Public Comments.”** Members of the public (or ENC boardmembers or

Alternates) who wish to be recognized on any item will have time during public comment section of this Meeting. However, the Executive Committee may refer such matters to the appropriate Council Committees for further consideration.

*** Public comments are limited to TWO (2) minutes per speaker.**

TO BE FURTHER NOTED TO ALL IN ATTENDANCE:

Posting of your personal information to the ENC or any public organization can be released upon a request to the ENC according to the CA Public Records Act. You are not required to post your personal information unless you choose to do so.

Pursuant to CA State Law, the agenda is posted for public review at: (1) the Encino Chamber of Commerce (viewable all hours), (2) Encino Community Center, (3) Balboa Sports Center, (4) Encino-Tarzana Branch Library, and (5) The Coffee Bean & Tea Leaf store (17301-1 Ventura Blvd). The agenda and report(s) related to an agenda item will be available for review at www.EncinoNC.org as well.

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, on the website, www.encinonc.org, may be viewed at the scheduled meeting. In Addition, if you would like a copy of any record related to an item on the agenda, please contact Encino NC Staff at enc@socal.rr.com or info@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 3 business days (72 hours) prior to the meeting by contacting Amber Meshack, at (213) 978-1551, toll-free at (866) LA HELPS, or e-mail amber.meshack@lacity.org.
