



Officers

TODD RUBINSTEIN
President

**KATHY MOGHIMI-
PATTERSON**
Vice President

ANNI KEUSSEYAN
Secretary

AL MASS
Treasurer

SHERMAN GAMSON
Sergeant at Arms

NOTICE AND AGENDA
ENCINO NEIGHBORHOOD COUNCIL
Executive Committee Meeting

Wednesday, May 13, 2015 – 7:00 p.m.

www.encinonc.org

Encino Community Center
Back Craft Room or Auditorium
4935 Balboa Blvd, Encino Ca 91316

- 1. Call to Order, Roll Call, Determination of a Quorum, Code of Civility, & Reminder of Exec Committee Protocol for those in attendance.**
- 2. Approval of the April 8, 2015 Executive Committee Meeting Minutes (Motion required, unless no objections)**
- 3. Officer's Reports:**
 - a. President's Report –
 - i. UPDATE – Status of MERs, 2014 Audit, and Process – Budget and Accountant Clerk
 - ii. Update on March 2015 & April 2015 MER compilation.
 - b. Vice-President's Report - Committee Chairs and membership
 - i. Chairs: Airport Committee & Public Safety Committee
 - c. Treasurer's Report - ENC Funding and Checking Account Updates:
 - i. ENC Funds and Expenses - Union Bank Account Update - Debit Card
 - d. Secretary's Report - Voting on funding matters - were ineligible board members removed from General Board Voting. New Board Voting forms – Funding & Non-Funding
 - e. Sergeant-at-Arm's Report - Updates on Ethics and funding training mandates for Board members and Alternates.
 - i. Ethics Training link (NEW): <http://www.fppc.ca.gov/index.php?id=477>
 - ii. Funding Training at: <http://empowerla.org/funding/>
 - iii. BONC Code of Conduct Policy – deadline had been extended from 4/3 to 5/3
- 4. New Business:**
 - a. DONE & BONC NC Administrative and 2016 Election Procedures Stipulation Worksheet (Stip Sheet) – By-Laws Committee worked on ENC details.
 - b. Motions for Board Member Reimbursement (BMR):

- i. Motion to reimburse Anni Keusseyan for 4/22 General Board Meeting Food - \$193.69
- ii. Motion to reimburse Todd Rubinstein for money expended on paper, supplies, and food & items purchased at Smart & Final for 4/22/15 General Board Meeting – \$50.87.
- iii. Motion to reimburse Todd Rubinstein for money expended on paper supplies for ENC office purchased at Office Depot on 4/16/2015 – \$13.08.
- iv. Motion to reimburse Todd Rubinstein for money expended on paper supplies for ENC office purchased at Office Depot on 1/28/2015 – \$16.34.
- v. Motion to reimburse Todd Rubinstein for money expended for Vertical Response (VR) email campaign subscriptions for the months of March & April 2015 - \$28 per month (\$56 Total).
- c. Food & Refreshments for 5/27/15 General Meeting - authorize up to \$250 for food and other items.
- d. Selection of Officers issue - should board hold another selection for Sergeant at Arms position.
- e. Potential Speakers for Next Board Meetings -
 - i. 5/27 Meeting confirmed speakers - LAFD Battalion Chief Dean Zipperman & LAFD Battalion Chief Joe Mendoza – Future Fire Safety in the City of LA and SFV.
 - ii. Steve Soboroff, LA City Police Commission, Congressman Sherman, Assembly member Matt Dababneh, State Senator Fran Pavley, Seleta Reynolds, New General Mgr, LADOT, VICA Speaker

5. Old Business:

- a. Status of outstanding Grants/Donations -
 - i. VANC Mixer - \$500.00 (1/28/15 GBM)
 - ii. Education Grants (6) to various schools totaling \$4,057.00 - (2/1/15 SBM)
 - iii. FoLAR - \$750.00 (3/25/15 GBM)
 - iv. Daddy Daughter Prom - \$1,000.00 (2/1/15 SBM)
 - v. Senior Symposium - \$750.00
- b. Update - Improvement & Infrastructure Committee Implementation (Jason Ackerman and or Bylaws Committee Chair, Ken Silk)

6. Board Seats & Vacancies – Members and Alternates

- a. Vacancies – Area 4 & Area 5 Rep & Alternates / Area 6 Alternate / various alternate positions.

7. Committee Reports & Discussion:

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. Next ENC General Board Meeting: **Wed, May 27, 2015**
- b. Next ENC Executive Committee Meeting: **Wed, June 10, 2015**
- c. VANC Monthly Meeting: - **Thurs, June 11, 2015** (*Generally 2nd Thurs of month*)
- d. LANCC Meeting: - **Sat, June 6, 2015 at 10:00am** (Hollywood Neighborhood City Hall)
- e. BONC Meeting: - **Mon, May 18, 2015** (Los Angeles City Hall)

10. Community Events/News:

- a. LAFD Station 88 Open House - 5101 Sepulveda Blvd - Sat, May 8, 2015 from 10:00am to 4:00pm meet local firefighters, see live demonstrations & explore a variety of apparatus.
- b. LA City Attorney Town Hall – Tuesday, May 12, 2015 from 6:30pm to 8:00pm at the West Valley Community Center
- c. Garden plots are available at the Sepulveda Garden Center - \$120 per year per plot. Call (818) 784-5180 for more information.

11. Adjournment: 8:00 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.

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