



Officers
DEBRA GEORGE
President
VICTORIA MILLER
Vice President
MARK LEVINSON
Secretary
PATRICIA BATES
Treasurer
GLENN BAILEY
Sergeant at Arms

NOTICE AND AGENDA
ENCINO NEIGHBORHOOD COUNCIL
EXECUTIVE COMMITTEE MEETING
Tuesday March 20, 2018 @7:00PM
Encino Women's Club Kitchen
4924 Paso Robles Ave., Encino CA 91316

Motion, Discussion, and Vote may be taken on all items

1. Call to Order. Roll call; determination of quorum.

2. Approval of Executive Committee minutes

3. Officer's Reports:

A. President's Report

1. Encino Community Center construction/Board meeting location
2. Board meeting speaker - Ron Tull, Urban Forestry (10-15 mins)
3. Engage LA: Neighborhood Resilience - Alex attended
4. Mike Feuer Townhall with LAPD March 29 at LAPD West Valley Community Room
5. "What concerns you about your neighborhood?" poll results
 - Crime - 54%
 - Homelessness - 21%
 - Traffic - 17%
 - Over development - 5%
 - Other - 3%
6. Debra's absence month of March
7. LA River Clean up to be held in April 14th at starting at Balboa Sports Center

B. Vice-President's Report

1. Committee Chairs and membership
2. Discussion of developing guidelines for Motions from Committees.

C. Secretary's Report

1. Review of General Board meeting minutes

D. Treasurer's Report

1. Update - ENC Account and cash flow.
2. 2018 February Monthly Expenditure Reports (MER)

E. Sergeant-at-Arm's Report

1. Applications for open positions on the Encino Neighborhood Council
2. Roster - Ethics, Funding, Code of Conduct
3. New Neighborhood Council Funding Program Policies & Guidelines(effective February 1, 2018) require every NC to "select, elect, or appoint" an Alternate Signer whose responsibilities are: ***In the absence of unavailability of the Treasurer or 2nd Signer, the Alternate Signer can sign Board-approved funding documents to be submitted to the NC Funding Program.*** The Encino NC Bylaws only state such offices "shall be filled" but do not specify the method. Board Action Certification form will be required for submittal to the NC Funding Program. Please note the Alternate Signer must complete the same in-person NC Funding Program Training and in-person NC Funding System Portal Training required of the Treasurer and Second Signer as well as complete the Funding Program bank documents.

4. New Business:

1. Outreach Committee Items
2. PLU Committee Items
3. Education Committee Items
4. Review draft General Board meeting agenda.
5. Discussion on improvements to General Board meeting; including recap of February 2018 meeting; ending meetings on time at 9pm; signage about meeting disruptions; more detailed agendas, etc.
6. Review Office Support Hours and Responsibilities

5. **Public Comments on Non-Agenda Items:** Limited to TWO MINUTES (2) per speaker; total time for all public comment is limited to 10 minutes. Public is asked to fill out a speaker card and hand it to the Board's Secretary.

6. Adjournment by 8:30pm

Next Executive Committee meeting will be April 17, 2018.

PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS – The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board 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 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 comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

PUBLIC POSTING OF AGENDAS - ENC agendas are posted for public review as follows:

glass case outside the Encino Chamber of Commerce office at 4933 Balboa Blvd, Encino Encino-Tarzana Branch Library, and inside the Encino Women’s Club

- www.encinonc.org
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

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, assistive listening devices and 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 you wish to attend by contacting Debra George, Board President, at [\(818\) 971-6996](tel:8189716996) or email via enc@socal.rr.com

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: [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 Debra George, Board President, at [\(818\) 971-6996](tel:8189716996) or email via enc@socal.rr.com

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RECONSIDERATION AND GRIEVANCE PROCESS

For information on the ENC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the ENC Bylaws. The Bylaws are available at our Board meetings and our website www.encinonc.org

SERVICIOS DE TRADUCCION

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Ernie Moscoso, Presidente de la Mesa Directiva, al [\(818\) 971-6996](tel:8189716996) o por correo electrónico enc@socal.rr.com para avisar al Concejo Vecinal."