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Karie Purcell
Secretary

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Treasurer

LEE BLUMENFELD
Sergeant at Arms

NOTICE AND AGENDA

ENCINO NEIGHBORHOOD COUNCIL EXECUTIVE COMMITTEE MEETING Tuesday September 15th, 2020 @ 6:30pm

Please click the link below to join the webinar:

<https://zoom.us/j/95992857546>

Or iPhone one-tap :

US: +16699006833,,95992857546# or +12532158782,,95992857546#

Or Telephone:

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US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free)

Webinar ID: 959 9285 7546

International numbers available: <https://zoom.us/j/95992857546>

Zoom Webinars are recorded

Public Comment: Public Comments on Non-Agenda Items is limited to TWO MINUTES (2) per speaker; total time for all public comment is limited to 10 minutes. Time may be adjusted at the Chair's discretion. Public calling in, please press *9 on your phone to raise your hand to speak. For those that are using the video feature please use the raise your hand feature to speak. Public comment on agenda items will be heard when the item is up for discussion. Public comment on agenda items is limited to 2 minutes per speaker. Time may be modified at the Chair's discretion.

Call to Order. Roll call; determination of quorum.

Approval of August 2020 Executive Committee minutes: <https://www.encinonc.org/docs/34483350-5708.pdf>

Public Comment on Non-Agenda Items (10 minutes) – limit to 2 minutes per speaker, time may be adjusted at the Chair's discretion.

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

1. Officer's Reports:

A. President's Report (Exec Committee) 5min

1.

B. Vice-President's Report (Exec Committee) 5min

1. Update on committees

C. Secretary's Report (Exec Committee) 5min

1. Review of General Board meeting minutes and Vote Count sheets – August 2020

D. Treasurer's Report & Finance Committee (10min)

1. August 2020 Monthly Expenditure Reports (MER)

E. Sergeant-at-Arm's Report (Exec Committee) 2min - Roster, Ethics, Funding & Code of Conduct

2. New Business Executive Committee (1 hour): Next coding starts at EXE-20-08-0126

A. CF 20-0963. The City is planning on a mail only voting for the 2021 NC elections. They are looking on how to conduct outreach to engage Stakeholders and may consider one location per region. Encino is in region 3 with a voting date set for May 4th, 2021. Dates for submitting applications as well as the voting portal have not been set. See supporting document, CF 20-0963. **Discussion and possible action** on whether the ENC should file a CIS.

B. NC Elections – Can the board be polled as to which board members plan on running again for their positions? Motion from Outreach regarding advertising. The USPS has a program called Every Door Direct based on the carrier routes. Total Encino addresses: 18,946. Total mailing cost: \$3,258.71. A postcard could be mailed to every address to; 1) Let residents know that they will need to register in order to vote in the NC election, 2) advise that there will be an election & 3) that all positions are open and how to apply. The cost to print 18,946 post cards (from the Encino Printing House is approximately \$1400. **Discussion and possible action.**

- C. **Virtual Meetings** – Discussion on the roles board members play during the meetings and are seen on video. Should each board member’s mic be on mute unless talking? Some issues with background noise and/or having a hot mic. Discuss roll call at the beginning of meetings and other virtual meeting items.
- D. **Public Comment on agenda items – Discussion and possible action** on asking if speakers would like to discuss multiple agenda items and having it done all at once. Discuss potential concerns and benefits.
- E. **Public Comment satisfied at Committee** – At a recent City Council meeting, certain agenda items were labeled as, public comment satisfied at committee. How is this possible? **Discussion and possible action.**
- F. **Agendas in 2021, post-election – Discussion and possible action** – Currently the President is putting together all the agendas and physically posting the agendas with the exception of the Homelessness Committee agenda. The NC should plan on hiring someone to put together the agendas, posting them and sending to the appropriate parties. This will be easier if NCs are allowed to have in person meetings. All virtual meetings are setup by the President and they have to be started by the President. The NC needs to budget for office assistance.
- G. **Request for a presentation on Prop 15** – We received a request to have a presentation in support of Prop 15. **Discussion and possible action.**
- H. **Beautification Committee** – Several residents are commenting on how Encino seems to lack support in keeping the community clean. Should the ENC consider starting a beautification committee? **Discussion and possible action.**

3. Review General Board Meeting Draft Agenda

4. Board Member Comment on Non Agenda Items

5. Adjournment by 8:30pm

Next Executive Committee meeting: October 20th, 2020

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, Encino Community Center

· 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 Alex Garay, Board President, at [\(818\) 971-6996](tel:8189716996) or email via president@encinonc.org

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 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 Alex Garay, Board President, at [\(818\) 971-6996](tel:8189716996) or email via president@encinonc.org

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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 Alex Garay, Presidente de la Mesa Directiva, al [\(818\) 971-6996](tel:8189716996) o por correo electrónico president@encinonc.org para avisar al Concejo Vecinal."