



Officers

ALEX GARAY
President

VICTORIA MILLER
Vice President

KARIE PURCELL
Secretary

PATRICIA BATES
Treasurer

LEE BLUMENFELD
Sergeant at Arms

NOTICE AND AGENDA

ENCINO NEIGHBORHOOD COUNCIL EXECUTIVE COMMITTEE MEETING

Tuesday July 16th, 2019 @ 7pm

**Encino Woman's Club Room – Kitchen
4935 Balboa Blvd., Encino CA 91316**

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

Public Comment: Public is asked to fill out a speaker card and hand it to the Board's Secretary *prior to the beginning of the meeting*. TWO MINUTES (2) per speaker is allotted; total time for all public comment is limited to 10 minutes. Time may be adjusted at President's discretion. Public Comment on Non-Agenda Items will be heard at the onset of the meeting. Public Comment on agenda items will be heard when the respective item is up for consideration. All public comment cards (non-agenda and agenda items) must be turned in by the beginning of the meeting.

- 1. Call to Order. Roll call; determination of quorum.**
- 2. Approval of Executive Committee minutes**
- 3. Public Comment on Non-Agenda Items (10 minutes) – limit to 2 minutes per speaker**
- 4. Officer's Reports:**
 - A. President's Report (Exec Committee) 5min**
 - 1.
 - B. Vice-President's Report (Exec Committee) 2min**
 1. Committee Chairs and membership
 2. Update on committees – Review new board seats on committees

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

1. Review of General Board meeting minutes and Vote Count sheets – June 2019

D. Treasurer's Report & Finance Committee (1hr)

2. 2019 June Monthly Expenditure Reports (MER)
 3. If required re-agendize Valley Cultural Center NPG in amount of \$4000
 4. If required re-agendize funding for Congress of Neighborhoods \$750, Budget Advocates \$500 and Encino Family Festival (Encino Chamber of Commerce) \$650
5. **Sergeant-at-Arm's Report (Exec Committee) 2min** - Roster, Ethics, Funding & Code of Conduct: Application for Apartment/Condo Rep, Area 2 Alt.

5. New Business Executive Committee (30min):

1. **NPG M.A.R.Y. Foundation** – The m.a.r.y. foundation is a year round program, ongoing, and this grant will help and enable m.a.r.y. to offer a free event, m.a.r.y.'s day and workshops to the community by helping with the cost for advertisement, supplies, art materials, etc... Our logo will be placed on the printed event posters, event program, and announced in the newsletters via email acknowledging the Encino Neighborhood Council. The amount requested from the ENC is \$2000. **MOTION; EXE-19-07-0066:** The ENC's Executive Committee requests that the Encino Neighborhood Council support the m.a.r.y. foundation's NPG in the amount of \$_____.
2. **Allocate Ongoing Expense for Facebook Ads and Boosts** – The ENC would like to be able promote Facebook posts with “boosts” and “ad.” Rather than voting on each separate boost or ad, we would like to allocate \$300 for these types of promotions. **MOTION; EXE-19-07-0067:** The ENC's Executive Committee recommends that the Encino Neighborhood Council approve \$300 to be able to boost or create ads on social media, (Facebook, Instagram, Twitter) without voting on each specific ad.
3. **Business Cards for New Board Members:** Business cards for new board members and board members with new positions should be purchased. **MOTION; EXE-19-07-0068:** The ENC's Executive Committee recommends purchasing business cards for new board members as well as board members with new positions and requests the approval of up to \$500 for business card from Vista Print or similar.
4. **NPG, Los Encinos Docent Association** – We have received an NPG from the Los Encinos Docent Association for their Shakespeare performance of Henry V on August 3rd, 2019. The request from the ENC is for \$3499. **MOTION; EXE-19-07-0069:** The ENC's Executive Committee requests that the Encino Neighborhood Council support the Los Encinos Docent Association's NPG request in the amount of \$_____.
5. **PopUp Art Event at Encino Park** – We have received the list of available bands (see supporting document: ENC POPUP ART EVENT BANDS). We should narrow it down to our top three choices and advise Nora Ross as quickly as possible to book the band. **MOTION; EXE-19-07-0070:** The ENC's Executive Committee recommends the following bands for the PopUp Art Event on September 21, 2019:

6. **Executive Committee Meetings** – Change the start of the Executive meetings to start at 6:30pm and end by 8:30pm. Standing reservation needs to be updated. **MOTION; EXE-19-07-0071:** The ENC's Executive Committee agrees to change the start time of the Exec Committee meetings to 6:30pm.

6. Adjournment by 9:00pm

Next Executive Committee meeting August 20, 2019

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](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 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."