

Executive Committee Meeting Minutes

Monday, May 7, 2018

1. Call to Order at 4:40 p.m.; Determination of Quorum -- Present: Glenn Bailey, Don Dwiggins, Stephanie Mills. Joe Seoane heard meeting via phone.
2. Review/Approve Executive Committee Meeting Minutes: MOTION to approve April 9, 2018, meeting minutes (Mills/Dwiggins) 3-0.
3. Board Member Training Compliance Update: Diedra Greenaway's Code of Conduct expired 4/30.
4. Review Draft Board Meeting Minutes – Glenn Bailey will send to board prior to the 5/16 Board meeting.
5. Public Comment on Non-Agenda Items: None were presented.
6. Reports of NENC Officers and Committees including but not limited to:
 - a. NENC Monthly Profile sent by DONE/EmpowerLA; Weekly GM's Messages; BONC -- BONC retreat is 5/21 at Cal State LA.
 - b. Administrative items: NENC Bylaws amendments update – Bylaws are in process by Department of Neighborhood Empowerment and will be complete by 6/30.
 - c. Outreach: Community Connection newspaper advertisement June 2018 – deadline by 5/16 meeting; website – contacted website administrator for a contract proposal based on DONE recommendation; social media updates – NENC ENS subscribers remains second highest in city; DONE NC Outreach session 4/30/18 – beneficial sessions, full NENC board provided materials from the session; additional outreach efforts for 5/16/18 NENC Board meeting – Stephanie Mills will send an additional eblast on Scott Schmerelson's presentation to stakeholder email subscribers; Salute to Recreation Family Festival NENC booth 6/2-3/18 – five NENC board members signed up to man booth; CSUN Multipurpose Event Center – Glenn Bailey presented a handout he received about the CSUN Multipurpose Event Center, will add to June board meeting agenda.
 - d. NENC Committees: membership/chair updates and schedule of meetings; NENC Liaisons reports – Homelessness Liaison meeting postponed.
 - e. Updates related to actions taken/presentations at previous NENC Board meetings
 - i. Proposed CSUN hotel environmental document released – Will link to the NENC website; NENC pens order status – three of four pen colors received.
 - f. NC Funding Program update including Treasurer's Report and NC Funding Equity Work Group update – NC Funding Equity Work Group has recommended that funding follow a base amount and a add-on amount for NC population; NCFEWG hasn't decided which population estimate to use.
 - i. Monthly Expenditure Report (MER) for April 2018 – MER copies will be provided at the meeting.
 - ii. Status of FY 2017-18 Commitments and Payment Requests – Payments are owed to website administrator for April and May.
 1. Ratify NPG to Northridge Beautification Foundation for flagpole installation for \$1,500 – Carried over for 5/16 board meeting.
 - iii. Neighborhood Purposes Grants (NPG) Applications pending and/or requested – Approved Neighborhood Watch Signs are still pending purchase; Glenn Bailey will reach out to Roland Faucher about finalizing purchase before end of fiscal year.
 - iv. MOTION to recommend authorizing up to \$375 for purchase of short duration timer, stand, and remote control (Vendor: BRG Precision Products or similar) (Mills/Dwiggins) 3-0.
 - v. MOTION to recommend authorizing up to \$200 for purchase of digital voice recorder and microSD card (Vendor: Office Depot, Best Buy, or similar) (Mills/Dwiggins) 3-0.
 - g. NC 2019 Election update – Ongoing item. Election dates will be determined by lottery.
7. Set Agenda for May 16, 2018 Board Meeting; agenda deadline 5/11/18; refreshments – Based on recommendation from Environment Committee, NENC will no longer purchase single-use plastic water bottles and instead provide a water canister and cups to stakeholders.

- a. Guest Speaker(s): LAUSD Board Member Scott Schmerelson; other requests received, but will be added to future agendas.
 - b. NENC Committee Items: Executive, Finance, Education, Environment, Planning and Land Use, etc. -- Environment Committee Co-chair Mike Kaiser will provide committee actions for 5/16 board agenda to Glenn Bailey
 - c. Council File items for possible Community Impact Statements – will add five carryover items from April meeting.
 - d. Other items, including any items from April 18, 2018 or previous Board meetings
8. Upcoming NC meetings and events – Citrus Sunday, Salute to Recreation; Committee member announcements
9. Adjournment: 6:05 p.m.