

## **Executive Committee Meeting Minutes**

### **Monday, June 11, 2018**

1. Call to Order at 4:35 p.m.; Present: Glenn Bailey, Don Dwiggin, Mike Kaiser, Stephanie Mills
2. Review/Approve Executive Committee Meeting Minutes: MOTION to approve May 7, 2018, minutes (Mills/Kaiser) 4-0.
3. Board Member Training Compliance Update: Diedra Greenaway's Ethics expires in June; Ari Shapess' Ethics training hasn't posted to DONE website yet. Board is compliant on Funding and Code of Conduct.
4. Review Draft Board Meeting Minutes - May 16, 2018 and any prior meetings: None were presented.
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: No items discussed.
    - i. DONE/EmpowerLA FY 2017-18 Survey deadline is 7/13/18.
  - b. Administrative items: NENC Bylaws amendments update: BONC still needs to approve the bylaws changes; Board member resignation: Roland Faucher resigned, leaving an option Property Owner seat that will be recruited.
  - c. Outreach: Community Connection newspaper advertisement July 2018: will include vacancies in ad; website: web master updated board of directors page; social media updates: None presented; 5/16/18 NENC Board meeting: Poor turnout results for Scott Schmerelson despite outreach efforts; Senior Symposium 5/19/18: Good turnout – we contributed \$250; Citrus Sunday 5/20/18: Over 1,000 pounds of citrus collected from NENC stakeholders; Senior Dance 6/1/18: About 250 attendees; Salute to Recreation Family Festival NENC booth 6/2-3/18: Good event turnout and signed up several stakeholders to our email list; new vertical banner: artwork pending.
    - i. Consideration of website services proposals received - MOTION to continue with Concept To Web/Aaron DeVandry including a thirty (30) day termination notice provision; since NENC handles MailChimp eblasts and social media posts for Board meetings, the monthly fee to be negotiated and reduced accordingly (Dwiggin/Mills) 4-0.
  - d. NENC Committees: membership/chair updates and schedule of meetings: Finance Committee membership will be updated at June Board Meeting; NENC Liaisons reports: Lauren Litrell, Loraine Lundquist and Glenn Bailey attended Homelessness meeting, report at June Board Meeting.
    - i. Pending and new land use cases within NENC boundaries: gas station at Devonshire/Reseda has a beer/wine license up for renewal, church applying for a cell phone tower; code enforcement complaints: complaint of illegal conversion of homes.
  - e. Updates related to actions taken/presentations at previous NENC Board meetings: None were presented.
  - f. NC Funding Program update including Treasurer's Report and NC Funding Equity Work Group update: NC Funding Equity Group is finalizing report recommending baseline funding, plus population factor for NC FY funding.
    - i. Monthly Expenditure Report (MER) for May 2018: Generated and sent to board, Bailey discussed Amazon purchase issue being resolved.
    - ii. Status of FY 2017-18 Commitments and Payment Requests
      1. Pens, short duration timer: ordered; digital voice recorder: purchased; Neighborhood Watch signs: in production.
    - iii. "Fiscal Year 2018-19 Administrative Packet" (Budget) - MOTION to approve (Dwiggin/Kaiser) 4-0.

Mills left meeting at 5:55 p.m.
  - g. NC 2019 Election update including "2018 NC Election Information Worksheet" - MOTION to approve (XXXXXX/XXXXXX) 3-0.

7. Council File 18-0467 Neighborhood Council System Reforms (Ryu motion): Will be discussed at June Board Meeting.
8. Set Agenda for June 20, 2018 Board Meeting; agenda deadline 6/14/18; refreshments.
  - a. Guest Speaker(s): CSUN baseball field and hotel update - Ken Rosenthal.
  - b. Budget Packet and Election Worksheet approvals.
  - c. NENC Committee Items: Executive, Finance, Education, Environment, Planning and Land Use, etc.
  - d. Council File items for possible Community Impact Statements: Will include carried over items.
  - e. Other items, including any items from May 16, 2018 or previous Board meetings.
9. Upcoming NC meetings and events - BSS Small Asphalt Repairs 7/23/18
10. Adjournment: 6:13 p.m.