

Northridge East Neighborhood Council
Executive Committee Meeting Minutes
6/7/202

1. Call to Order at 5:03 p.m.; Present: Bailey, Diamond, Mills, Ross; Alternate: De La Rosa
2. Review/Approve Executive Committee Meeting Minutes: MOTION to approve March 8, 2021; April 12, 2021; May 10, 2021; and May 14, 2021 (Mills/Diamond) 4-0.
3. Public Comment on Non-Agenda Items: None were presented.
4. Board Member Training Compliance (Ethics, Funding, Code of Conduct), Attendance and Vacancy updates: Discussed and will notify board members of their pending deadlines.
5. Review Draft Board Meeting Minutes: None were presented.
6. Set Agenda for June 16, 2021 Board Virtual Webinar Meeting; agenda deadline 6/10/21
 - a. Appointment/Approval of Committee Chairs and Members, Approval of various NC Liaisons: Will discuss at the upcoming meeting.
 - b. Approval of NC Funding Program Administrative Packet (Budget) for Fiscal Year 2021-22: Discussion of keeping the categories the same as previous fiscal year, knowing that the budget can be revised at any time.
 - c. Presentations: Vacation of Etiwanda and Lindley Avenues on CSUN campus (15 minutes plus Q&A); COVID-19 update (vaccinations and reopenings); Brown Act mini-training (5 minutes)
 - d. NENC Committee Items: Education, Homelessness, Planning and Land Use, Sustainability, etc.
 - i. Formation of any new committees: New committees need at least three members for consideration.
 - e. Council File items for possible Community Impact Statements
 - i. CF 21-0407 Neighborhood Council / Standardize Election Rules / Stakeholder Participation
 - f. Other items, including any items pending from prior Board meetings or topics below: Sticker for the back of business cards; stickers for library books (referred to Outreach Committee)
 - g. Possible Future Speakers: Museum of the SFV?, City Council/LAUSD Redistricting?
7. Reports of NENC Officers and Committees including review of previous Board meeting, etc.
 - a. NENC Monthly Profile; GM's Messages; BONC; NEA Octaviano Rios
 - i. DONE Onboarding of Board members: second session 6/21/21 and two more during July: All board members encouraged to attend
 - ii. BONC: Proposed Digital Communication Policy and AB 992 (social media use) update: Will consider a recommendation at meeting on 6/21
 - iii. EmpowerLA Virtual Governance Plan, Protocols, trainings here: <https://empowerla.org/evg/>

- b. Administrative items, including updates related to actions taken at previous NENC Board meetings
 - i. President: Sidewalk/parkway clean-up update: Some work being done. Tom Baker cleaned up and watered planters.
 - 1. Purchase of equipment/tools for community clean-up projects not to exceed \$950 - possible MOTION (Diamond/Bailey) 4-0.
 - 2. Possible funding of street tree planting by the City's Urban Forestry Division not to exceed \$15,000 - MOTION to recommend funding of up to \$15,000 trees for street and city park tree planting and watering by the City's Urban Forestry Division (Diamond/Ross) 4-0.

--Rafael left during discussion at 6:11 p.m. --
 - ii. President: Coronavirus COVID-19 report including CSUN Food Pantry update: None were presented.
- c. NC Funding Program update including Treasurer's Report - May 2021 Expenditure Report (MER)
 - i. Administrative Packet (Budget) for Fiscal Year 2021-22 - possible MOTION
 - ii. Neighborhood Purposes Grant Applications submitted and pending updates: All 2020-2021 FY NPGs were submitted and approved.
 - 1. Los Angeles Police K-9 Fund for supplies and equipment not to exceed \$5,000 (pending)
 - 2. Friends of West LA (FOWLA) in support of NC Budget Advocates projects not to exceed \$2,000 (pending)
 - 3. Discussion of possible applicants including schools and non-profit organizations: Two schools who have not applied in the past and upcoming events.
- d. Outreach: website updates; social media updates; newsletter/postcard mailing (encumbrance)
 - i. Bus bench ads update: Discussed production agreement and payment.
 - ii. MOTION to recommend purchase of outreach items, including bic sticky note (\$0.22), translucent power clip (\$0.79), 6"X4" notepad (\$0.59), lightweight economy cap (\$1.99), neck tote rectangle luggage tag (\$0.89), opaque smart phone card caddy 2-½" X 3-½" (\$0.85), wallet business card sticky pad (\$1.09), multi-sleeve wallet (\$1.39), key light with whistle/compass (\$1.02), dog bone/dog house tags (\$0.11), basketball tote bag (\$0.87), tape measure key light (\$0.87) up to/not to exceed \$5,000. (Vendors: 4imprint.com, 4AllPromos.com, Pettags.com or similar) (Ross/Diamond) 4-0.
 - iii. Possible events: paper shredding; animal services (spay/neuter, microchip, vaccination, licensing): Discussed as future events.
 - iv. Installation of NENC banners on street light poles: Discuss for the future.
- e. NENC Committee, Liaison and NC Alliance reports; land use cases update

- f. NC Election 2021: Post-election feedback opportunities: NENC, VANC, LANCC, BONC, etc.
 - i. MOTION to authorize Glenn Bailey to pick up/receive NENC election documents from Office of the City Clerk (Diamond/Mills) 4-0.
8. Upcoming NC meetings and events - Committee member announcements: None were presented
9. Adjournment at 6:55 p.m. (adjourned without objection)