

OFFICERS:

PRESIDENT Susan Swan
VICE-PRESIDENT George Skarpelos
TREASURER Tom Meredith
SECRETARY Erin Penner



BOARD MEMBERS:

Adam Miller Anji Williams
Brandi D'Amore Chona Galvez
Coyote Shivers Greg Morris
Jim Van Dusen Luis Saldivar
Margaret Marmolejo Robert Litomisky
Robin McWilliams Sheila Irani
Violet Williams

HOLLYWOOD UNITED NEIGHBORHOOD COUNCIL

Certified Council #52,

P.O. Box 3272 Los Angeles, CA 90078

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BOARD MEETING

Monday, November 13, 2017, 6:30 PM

Fire Station 82 Annex

1800 N. BRONSON AVENUE, L.A., CA 90028

Second Floor Conference Room

The public is requested to fill out a "Speaker Card" to address the Board on any item of the agenda prior to the Board taking 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 is within the Board's subject matter jurisdiction will be heard during the Public Comment period. Public comment is limited to 2 minutes per speaker, for a maximum of 20 minutes total for Public comment, unless waived by the presiding officer of the Board. Agenda is posted for public review at Counterpoint Records and Books 5911 Franklin Ave, on our website at www.MyHUNC.com, and with EmpowerLA.. 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 the scheduled meeting (or location noted in the Agenda item) or by making arrangements with our office (contact information above). 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, or 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 the Neighborhood Council Support Help Line (213) 978-1551 or email info@myhunc.com. Note: Agenda items may be taken out of order or merged as deemed appropriate by the Board. Action may be taken on all items. To subscribe directly to our Agendas go to <https://www.lacity.org/city-government/subscribe-meeting-agendas-and-more/neighborhood-councils> and make your choice.

Welcome

6:48 PM start

1. Roll Call

Attending

Tom Meredith	Chona Galvez	Anji Williams	Robert Litomisky	Greg Morris	George Skarpelos
Jim Van Dusen	Luis Saldivar	Coyote Shivers	Margaret Marmolejo	Erin Penner	Robin McWilliams
Adam Miller	Violet Williams	Brandi D'Amore			

Excused

Susan Swan Sheila Irani

2. Approval of Minutes

Motion: Tom Meredith **Second:** Luis Saldivar **Vote:** Yes-13, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Anji Williams	Brandi D'Amore	Chona Galvez	Coyote Shivers	Erin Penner	George Skarpelos
Greg Morris	Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Robert Litomisky	Robin McWilliams
Tom Meredith					

Ineligible

Violet Williams

3. Public Comment on items not on the Agenda (2 minutes each)

Kristina Meshelski brings info pertaining to Measure H funds, asking for HUNC to take a stance on Measure H funds going to LAPD and their HOPE team, which she does not agree with. George states that this needs to go to the Public Safety Committee and then to the full board. Kristina explains that this issue is very time sensitive as it's going to the Mayor next week. George thanks Kristina for coming and urges her to come to upcoming meetings.

4. Announcements from any City, County, State, or Federal representatives in attendance (5 minutes each)

5. PLUM Committee: approval of Cesar Cervera as a Stakeholder member of the PLUM Committee for 1 year term

Cesar states that he owns property (auto repair shop) at 6201 Franklin next to the Best Western hotel and is interested in being a stakeholder member on the PLUM committee.

Motion: Jim Van Dusen **Second:** Luis Saldivar **Vote:** Yes-13, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Anji Williams	Brandi D'Amore	Chona Galvez	Coyote Shivers	Erin Penner	George Skarpelos
Greg Morris	Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Robert Litomisky	Robin McWilliams
Tom Meredith					

Ineligible

Violet Williams

6. Finance

A) Update regarding Budget to date

1. Motion to approve August Monthly Expense Reports for submission

Motion: Tom Meredith **Second:** George Skarpelos **Vote:** Yes-13, No-0, Abstain-1, Recused-0, Ineligible-1

Yes

Anji Williams	Brandi D'Amore	Chona Galvez	Coyote Shivers	Erin Penner	George Skarpelos
Greg Morris	Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Robert Litomisky	Robin McWilliams
Tom Meredith					

Abstain

Adam Miller

Ineligible

Violet Williams

2. Motion to approve September Monthly Expense Reports for submission

Motion: Tom Meredith **Second:** Anji Williams **Vote:** Yes-14, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Adam Miller	Anji Williams	Brandi D'Amore	Chona Galvez	Coyote Shivers	Erin Penner
George Skarpelos	Greg Morris	Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Robert Litomisky
Robin McWilliams	Tom Meredith				

Ineligible

Violet Williams

3. Motion to approve October Monthly Expense Reports for submission

Motion: Tom Meredith **Second:** George Skarpelos **Vote:** Yes-14, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Adam Miller	Anji Williams	Brandi D'Amore	Chona Galvez	Coyote Shivers	Erin Penner
George Skarpelos	Greg Morris	Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Robert Litomisky
Robin McWilliams	Tom Meredith				

Ineligible

Violet Williams

B) Review status of Board members on Funding and other Trainings and calendar for upcoming sessions

<http://www.clerk.lacity.org/sites/g/files/wph606/f/Treasurer-Handbook-rev-6-30-16-1.pdf>

Robert states he has taken the training and he will alert DONE. Adam reminds everyone to always keep certificates and send their confirmations to the NC president.

C) Review updated HUNC brochure and vote to approve up to \$1000 for brochure production

Motion approved with an initial short run (500 copies) with additional short versions.

Motion: George Skarpelos **Second:** Erin Penner **Vote:** Yes-14, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Adam Miller	Anji Williams	Brandi D'Amore	Chona Galvez	Coyote Shivers	Erin Penner
George Skarpelos	Greg Morris	Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Robert Litomisky
Robin McWilliams	Tom Meredith				

Ineligible

Violet Williams

- D) Discussion and Vote to approve up to \$500 for HUNC Outreach presence at Cheremoya Elementary School Christmas Tree Sale (date in December TBD), including, but not limited to refreshments, incidentals, ornament painting, raw materials and supplies, etc.

Motion Made: Discussion and Vote to approve up to \$500 for HUNC Outreach presence at Cheremoya Elementary School Christmas Tree Sale (date in December TBD), including, but not limited to refreshments, incidentals, ornament painting raw materials and supplies, etc.

Motion: Margaret Marmolejo **Second:** Brandi D'Amore **Vote:** Yes-14, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Adam Miller	Anji Williams	Brandi D'Amore	Chona Galvez	Coyote Shivers	Erin Penner
George Skarpelos	Greg Morris	Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Robert Litomisky
Robin McWilliams	Tom Meredith				

Ineligible

Violet Williams

- E) Discussion and vote to approve reimbursement to Anji Williams for refreshments purchased for "library event" from Smart and Final on 07/19/2017 for \$32.39

Lorenzo Briceno states that he will check to see if this funding can be approved as it was voted on in the last fiscal year.

Motion: George Skarpelos **Second:** Adam Miller **Vote:** Yes-13, No-0, Abstain-1, Recused-0, Ineligible-1

Yes

Adam Miller	Brandi D'Amore	Chona Galvez	Coyote Shivers	Erin Penner	George Skarpelos
Greg Morris	Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Robert Litomisky	Robin McWilliams
Tom Meredith					

Abstain

Anji Williams

Ineligible

Violet Williams

- F) Discussion and vote to approve reimbursement to Anji Williams for refreshments purchased for "library event" from Trader Joes on 08/02/2017 for \$51.21

Motion: George Skarpelos **Second:** Adam Miller **Vote:** Yes-13, No-0, Abstain-1, Recused-0, Ineligible-1

Yes

Adam Miller	Brandi D'Amore	Chona Galvez	Coyote Shivers	Erin Penner	George Skarpelos
Greg Morris	Jim Van Dusen	Luis Saldivar	Margaret Marmolejo	Robert Litomisky	Robin McWilliams
Tom Meredith					

Abstain

Anji Williams

Ineligible

Violet Williams

- G) Discussion and vote to approve \$29.51 for purchase of cable adaptor for HUNC projector

7. Review of HUNC Strategic Plan

tabled for Susan's absence

8. Committees: presentation of their Mission Statement for the year (events, timing/preliminary funding requests, etc.)

Tabled

9. Review of the Funding Request process, including; NPG /CIP/HUNC Sponsored Events vs simple Outreach, paperwork and

timing requirements, vetting requests through Committee before full-Board voting, payment/reimbursement rules and protocol, overall timing and deadlines, etc.

Erin and Brandi ask Lorenzo Briceno what the parameters are for seeking NPGs for local nonprofits.

10. Expectations and clear understanding for funding grantees for in-kind benefits to HUNC; reciprocal considerations, future opportunities to tap resources, speaking for HUNC at sponsored events, etc.
<http://www.clerk.lacity.org/sites/g/files/wph606/f/Treasurer-Handbook-rev-6-30-16-1.pdf>

11. Review of Bylaws http://www.hollywoodunitednc.org/Bylaws_06_06_2017final.pdf including but not limited to areas relative to attendance, consequences of absences, Committee participation, grievance process. Any updates regarding changes in Board seat classification, boundaries, etc.

Tabled due to Susan's absence

12. Review of Standing Rules <http://www.hollywoodunitednc.org/Standing%20Rules%20February%202017.pdf>

Tabled due to Susan's absence

- A) Motion to approve new Standing Rule that sets requirements for Stakeholder Committee members, already subject to Bylaws Article VII, Section 3

Tabled

- B) Motion to approve new Standing Rule that the President may approve proposed Survey questions to be sent to HUNC Stakeholders in order to expedite Survey timing. Proposed Survey questions would, in the President's absence, be approved by Vice President, then go to Treasurer and then Secretary. Should there be any disagreement re potential questions, those specific questions would go to the full Board for approval.

Tabled due to Susan's absence, with Jim questioning if this violates the Brown Act.

- C) Motion to approve adjustments in Standing Rules to reflect changes in Committee names/status and the use of HUNC email

Tabled

13. Review HUNC Board elections in 2019 and seats that will be up for election:
<http://www.hollywoodunitednc.org/contact.htm> Update on current vacant seats.

Tabled

14. Review of outreach mechanisms and Committee utilization re mechanisms such as Constant Contact, Survey Monkey.

15. Presentation regarding implementation of Word Press to our website. Motion to approve up to \$1500 for software and initial support

George presents slideshow of his initial template of a new HUNC website.

Motion: George Skarpelos

Second: Greg Morris

Vote: Yes-14, No-0, Abstain-0, Recused-0, Ineligible-1

Yes

Adam Miller

Anji Williams

Brandi D'Amore

Chona Galvez

Coyote Shivers

Erin Penner

George Skarpelos

Greg Morris

Jim Van Dusen

Luis Saldivar

Margaret Marmolejo

Robert Litomisky

Robin McWilliams

Tom Meredith

Ineligible

Violet Williams

16. Committee Reports on items not on the Agenda (5 minutes)

Violet Williams speaks about criminal activity in local parks. She states that her goal is to have a community event in January, February and March with snacks and an art table to "take back the park" and work with the Behavioral Health Services. This will involve the Franklin/Ivar park and Lemon Grove Park.

Greg Morris mentions that he wants to get more small local businesses involved with HUNC as many are losing their businesses due to

recent development. Erin asks if HUNC can write a CIS in regards to this issue.

Erin mentions that HUNC should have a presence in the Los Feliz Ledger.

Brandi mentions that she has noticed that stakeholders think that we are paid elected officials when she attends local events. Anji suggests that it should be added into our new brochure that we are unpaid volunteers.

Adam reminds everyone that the Greek Theater is hosting a holiday celebration this weekend from 5-6:30.

17. HUNC Committee & Liaison announcements on items not on the Agenda

18. Board Member announcements on items not on the Agenda

19. Old/Ongoing Business

20. New/Future Business

Adjournment at 9:48 PM

Reconsideration: The Board may reconsider and amend its action on items listed on the agenda if that reconsideration takes place before the end of the meeting at which it was considered or at the next regular meeting. The Board, on either of these two days, shall: (1) Make a Motion for Reconsideration and, if approved, (2) hear the matter and take an action. If the motion to reconsider an action is to be scheduled at the next meeting following the original action, then two items shall be placed on the agenda for that meeting: (1) A Motion for Reconsideration on the described matter and (2) a [Proposed] action should the motion to reconsider be approved. A Motion for Reconsideration can only be made by a Board member who has previously voted on the prevailing side of the original action taken. If a Motion for Reconsideration is not made on the date the action was taken, then a Board member on the prevailing side of the action must submit a memorandum to the Recording Secretary identifying the matter to be reconsidered and a brief description of the reason(s) for requesting reconsideration at the next regular meeting. The aforesaid shall all be in compliance with the Ralph M. Brown Act.