

**COMMITTEE MEMBERS:**

- George Skarpelos, President
- Tom Meredith, Vice President
- Erin Penner, Secretary
- Adam Miller, Treasurer



**HOLLYWOOD UNITED NEIGHBORHOOD COUNCIL**

Certified Council #52,

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**COMMITTEE MEETING MINUTES**

**Executive Committee**

**Friday, January 10, 2020, 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](http://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](mailto: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

**6:38 PM start**

**1. Roll Call**

**Attending**

Tom Meredith	George Skarpelos	Erin Penner	Adam Miller
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**2. Approval of Minutes**

**No minutes to approve**

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

**No public comment**

**4. Review of financial procedures, spending and accounting compliance, budget goals, outstanding financial items and city clerk financial status**

**George asks Adam if we have any compliance issues at the moment. Adam says that we do not have any compliance issues at the moment but at the end of the year he did get another email about the Amazon purchases for Triangle Square. Adam says that the City Clerk's office wants us to get physical receipts directly from Amazon. Adam says he will talk to the City Clerk's office and see what the next steps are and take care of receipts this Sunday.**

**George asks about the TAP cards and Adam says that he is working on it after talking with Paul Sobel and he just needs to enter in the information. Erin says she is concerned about where the TAP cards go and who they are distributed to once they are processed and George says they can be delivered to his house and Tom suggests that the Social Services and Homelessness Committee can decide where/how they will get distributed.**

**George asks about A Million Drops outstanding money and Adam says it's difficult because our new City Clerk's office liaison just hasn't showed up. George says that Monday he'll put in an inquiry with the City Clerk's office because it has been incredibly difficult for us to get a clarification on how to finalize payments.**

**George asks about Angie's money for the books and Adam says he never received an NPG. Adam says he will talk to Angie.**

**George says his goal is to find out how much money we have left and figure out how we are going to spend it because he really doesn't want to have money left over at the end of the fiscal year. George asks if the money that rolled over this year is still able to roll**

*over next year. Erin mentions we should pitch in more with the Cheremoya mural and George and Adam agree.*

*George says that perhaps we assign a board member to be in charge of each NPG to make sure they are filled out appropriately to expedite the process so Adam isn't backlogged. Tom questions if that will work if members haven't done extensive financial training. George says that whatever board member brings the funding item to the full board, they are in charge of following up with the NPG rather than Adam.*

5. Discussion and possible motion to support transitioning HUNC e-mail accounts to the Gmail platform

*Matt Wait says he is not a fan at all of Outlook e-mail and feels we should switch to G-Mail when the contract is up in May. George says we have "e-mail essentials", which is \$5 per user per month. Matt says that G-Mail is \$6 per user per month. George says that his only concern is the issue of support and if he is no longer on the board, does Google provide excellent support. Matt says Google provides 24hour support by phone, e-mail and online. Adam says the City of LA uses Google because it is the best system and works really well.*

*George says he wants to stop using myhunc.com and he would really prefer to use myhunc.org, especially considering the city uses LACity.org.*

*George asks Matt if there are currently any special deals and Matt says no. George then asks about data loss prevention and Matt said he also was curious about an archiving system.*

*George asks Matt if he will lead this transition and Matt says he will.*

**Motion Made: Motion to support transitioning HUNC e-mail accounts to the Gmail platform from the Outlook platform in coordination with the transition to the www.myhunc.org domain name.**

**Motion:** Adam Miller                      **Second:** George Skarpelos                      **Vote:** Yes-3, No-0, Abstain-0, Recused-0, Ineligible-1

**Yes**

Adam Miller                      Erin Penner                      George Skarpelos

**Ineligible**

Julia Eschenasy

6. Review status and possible cleanup/organization of HUNC materials, storage and office space

*George opens janitor closet to show the cleaning supplies Erin put in the Annex janitor closet and to see how much space there is in there. Erin says that she will ask KJ if possible to store sodas in the closet just for street cleanups, etc. since there is no longer room in the file cabinet.*

*Executive members agree to meet on February 1st at 3pm for a major cleanup at the HUNC office.*

7. Committee Member announcements on items not on the Agenda

*None*

8. Old/Ongoing Business

*None*

9. New/Future Business

*None*

Adjournment at 7:45 AM

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.