

COMMITTEE MEMBERS:

Robert Morrison, Treasurer
Brandi D'Amore, Secretary
Tom Meredith, Vice President
Sheila Irani, President



HOLLYWOOD UNITED NEIGHBORHOOD COUNCIL
Certified Council #52,
P.O. Box 3272 Los Angeles, CA 90078
www.MyHUNC.org email us at Info@MyHUNC.org

COMMITTEE MEETING MINUTES
Executive Committee
Wednesday, August 25, 2021, 6:30 PM
Webinar ID: 848 3371 4572
<https://us02web.zoom.us/j/84833714572>

Welcome

6:04 PM start

1. Roll Call

Attending

Sheila Irani Tom Meredith Brandi D'Amore Robert Morrison

2. Approval of Minutes

Motion: Robert Morrison **Second:** Sheila Irani **Vote:** Yes-4, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Brandi D'Amore Robert Morrison Sheila Irani Tom Meredith

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

None

4. Social Media Use and Effects to Board

A) Report, discussion, and possible reminder to the Full Board under regarding HUNC Board members and what is considered inappropriate, non-sanctioned or misrepresented information posted on social media

Brandi advised that stakeholders had presented snapshots of tweets/retweets from board members that may be inappropriate under both Code of Conduct and pending Digital Media Policy. Brandi indicated that members were blacked out in examples as this is at this time informational, not disciplinary. Brandi also indicated she had had communications with board members over posting and livecasting, and felt that perhaps after conversations the problem would not continue. Sheila shared screen to show Exec Committee examples.

Committee determined that either at a Full Board or at tentative Retreat, board would be reminded/educated on appropriate digital media engagement.

B) Report and discussion of social media account appearing to be another NC that created a targeted focus of HUNC; possible discussion on protocol for future incidents

Brandi gave synopsis of event on 8/16/21 that appeared to be an NC shoutout to groups that have been contentious to HUNC. Snapshots sent to Brandi about the posting from stakeholders. Susan Swan determined that the account closely resembling but not actually NC. Brandi addressed concerns of what may happen in future as HUNC addresses some sensitive subjects in the future based on this tactic of calling to board groups that have shown hostility to HUNC.

Robert indicates that it may not be in our scope, and focus more on the conduct of board members, not others. Sheila concurs. The actual meeting was not problematic and does not see the need at this time for concern. Tom indicates that it is important to keep on radar.

Brandi to ask Susan to look for ersatz accounts that may be mimicking a HUNC account on Twitter and/or any items where NC tagged, etc.

5. Discussion and reassignment of creation and posting of all Board and Committee agendas

Sheila has hardware and will be receiving training from George this week, so she feels confident she can begin the input of data into system and post. She will do input of all committees agendas, and post for all. To assist in this: Tom will put together the Exec Committee agenda and submit to Sheila; Brandi will put together the Full Board agenda and give to Sheila. Brandi offered to provide backup on data input as needed for other agendas.

Sheila will update ticklers accordingly to reflect these changes.

Brandi has requested that instead of the back-and-forth, on Full Board agenda, to just be the contact for chairs, input it and then have Sheila review. Sheila agreed.

6. Update and discussion on six (6) Board vacancies, including Youth Rep and reconfirmation of seats terms and qualifications; discuss process of Executive Committee on review for eligibility and recommendation to Board per Article V, Section 6; discuss how/where to engage in exposure of seat availability

Discussion of various aspects of promotion/exposure of the seat vacancies:

***Requested that Sheila boost the post in FB;**

***Brandi will send out an email to all board members to reach out to their networks to advise of openings.**

Discussed that Youth Rep may not be able to stay the whole time of a full board, so that member should then at least do review of the agenda and submit their thoughts on the agenda items at their report, and to move their report possibly higher on the agenda.

Return to topic later in the meeting: Deadline will be moved up to 9/19, 5PM to accommodate September Exec meeting. Ad will be changed to reflect a new deadline to that effect. Supporting documents will be needed for eligibility and identification verification; file will be linked to post.

HUNC has received one partially completed application.

7. Report by Treasurer with clarification, discussion and possible action items regarding expenditure Standing Rules and bringing them into compliance if necessary

Robert has discussed with Monica that several items of blanket approval that are for Outreach in the Standing Rules need to be in compliance with Funding for a board vote, and Robert proposes to change the Standing Rules to a yearly action to permit those Standing Rules to be in compliance.

8. Report by Treasurer with clarification, discussion and possible action items regarding HUNC FY2021/2022 Budget General office expenses to provide line item detail

Robert and Sheila thought that the budget may be okay as it is, yet Tom says Monica was encouraging line items in the budget (i.e., pencils, etc.). Tom wants some delineation, though committee members indicated hard to know how far down to drill.. Robert says we have that, and he will look at it more closely at what the items are. Suggestions made for what to add in terms of physical items, services, hardware, etc.

9. Discussion and possible action items regarding HUNC Bylaws review and possible revisions for submission by DONE/BONC deadline of April 12, 2022

Discussion of creation of ad hoc committee.

Sheila asked Tom if he would want a co-chair. He said yes. Sheila nominated herself for co-chair. She asked if other Exec Committee members wished to be on. Brandi asked to be on it based on the ongoing discovery of bylaws issues she has presented in the past. Sheila said she would take into consideration. Robert inquired if Standing Rules can also have a committee.

Discussion of having Susan Swan on committee. Pointed out that having a voting stakeholder then requires meetings be posted and public. Brandi is checking with Lorenzo on confirming the permissible size of an committee.

10. Discussion and possible scheduling a Board retreat/workshop to include but not be limited to; HUNC mission, Bylaws, communication/response expectations, quorum, serial meetings, absences, NPG process/timing, Clerk protocol, etc.

Committee tried to find appropriate dates (including weekends and weeknights) to then utilize in making a Doodle for board members to give input. Retreat in October. It will be a mandatory meeting, and will count as an absence

Mandatory meeting. Will count as an absence if missed.

Will use recording as training for new board members

11. Discussion and possible action to conduct Inventory, disposal of obsolete/unused items and equipment and obtaining office

keys for Exec Committee

Going over locations, keys, items to look for, items in board possession to report. Robert will meet with Sheila at time to review inventory.

12. Discussion and possible review with the full Board that individual Board Member compliance with Ethics Training, Funding Training and Code of Conduct is required for full Board and Committee participation and/or voting

Sheila has indicated that all board members are currently up to date. Discussion brought up about board members using their own initiative to complete training in a timely manner and if they should keep their positions of responsibility if they don't.

13. Reminder and discussion regarding next scheduled Executive Committee Meeting

Scheduled for 9/22/21 for next meeting. Plan to make next Execs every other month after that unless an issue requires something. November meeting may be changed because of proximity to Thanksgiving holiday. Committee will review any applications for vacant board seats at that time.

14. Committee Member announcements on items not on the Agenda

Tom is reviewing the survey with Theresa using Google Tools and went over his methodology and approach to the completion of the survey and minimizing bias.

Sheila wants to figure out ways to engage HOAs and south of Franklin to get more engagement. Suggested many ways to do that including mailings, personal outreach, etc.

15. Old/Ongoing Business

None

16. New/Future Business

None

Adjournment at 8:15 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.