

COMMITTEE MEMBERS:

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



HOLLYWOOD UNITED NEIGHBORHOOD COUNCIL
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COMMITTEE MEETING MINUTES
Executive Committee
Tuesday, April 5, 2022, 7:00 PM
Webinar ID: 848 3371 4572
<https://us02web.zoom.us/j/84833714572>

Welcome

7:03 PM start

1. Roll Call

Attending

Sheila Irani Tom Meredith Brandi D'Amore Robert Morrison

2. Approval of Minutes

**Edits Sheila Irani Agenda #4, change "Innesdale", take out e.
Agenda #4, last sentence "to fund Rangers and come up with a protocol." Take out last sentence of that paragraph.**

Motion passed.

Motion Made: Approval of March '22 Committee Minutes with edits as cited.

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. Zoom Licensing

A) Discussion and possible recommendation to send letter to Board of Neighborhood Commissioners (BONC) and Department of Neighborhood Empowerment (DONE) on its recommendation to roll Zoom licensing expenses to individual neighborhood councils

**Discussed the need to address with BONC/DONE now on protocol.
Committee drafted bullet points for consideration on a draft for the two departments that address conditions wanted before being required to take on Zoom licenses. Draft to be presented to Full Board.**

Motion passed.

Motion Made: Recommendation to send letter to Board of Neighborhood Commissioners (BONC) and Department of Neighborhood Empowerment (DONE) on its recommendation to roll Zoom licensing expenses to individual neighborhood councils

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

Yes

Brandi D'Amore Robert Morrison Sheila Irani Tom Meredith

B) Discussion and possible recommendation of \$200 per zoom licenses, amount of necessary licenses to be determined at meeting

Discussed and decided on approving purchase of the minimum one license now in case the Department of Neighborhood

Empowerment (DONE) determines neighborhood councils need to purchase. More license may be purchased in future.

Motion passed.

Motion Made: Motion to approve \$200 for initial Zoom license if required by Department of Neighborhood Empowerment as per potential

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

Yes

Brandi D'Amore Robert Morrison Sheila Irani Tom Meredith

5. Discussion and Motion to modify Standing Rules to be in line with current standards and refer changes to Board for final vote

Need to remove some of the Standing Rules of #1, 3, 5. 8 #1 and #5 are not in compliance with City Clerk funding policy . #3 is a duplicate. The others can stay as operational expenses. Change "his/her" to "their".

Motion passed.

Motion Made: Motion to modify Standing Rules to be in line with current standards and refer changes to Board for final vote as per notes

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

Yes

Brandi D'Amore Robert Morrison Sheila Irani Tom Meredith

6. Discussion and motion to modify annual budget to possibly include but not limited to expected Neighborhood Purpose Grants {NPG}, Outreach, possible Standing Rules line items and other upcoming expenses

Went through the budget for all the NPG's pending, outstanding and pending costs for approved tech purchases, Outreach swag and services. Robert Morrison, Treasurer, went through where items could be removed/moved in trying to figure how much is available for Zoom licensing.

7. Review date for next meeting, and deadline for vacant seat applications for HUNC Board.

Internal deadline: as long as seats open, last Friday of the month, 5PM, with an Exec meeting to follow the first week of following month to review before Full Board. Changes in seat vacancy to be updated as soon as possible after voted to fill.

Website updating needs more people with knowledge to fill. Discussed the pros and cons on options, including hiring outside webmaster/utilizing Media Arts on a continuous basis.

Committee agreed to take a 5 minute break.

8. Review and discuss Outreach Survey to be presented to full Board in April by Tom Meredith, VP, and Chair of Outreach

Tom Meredith did a review of the survey, logic behind questions, the feedback used to create. He then did a run-through of some of the questions that came up like determination of answers, but also considering from the point of view from a respondent who may not be fluent in process. He showed how the survey would work in application. He also discussed the basic framework of a survey.

Committee gave some feedback on parameters, language and questions based on use at each step of the survey, with Mr. Meredith explaining why the setup is as it is, and taking feedback, the nuances of questions. Issues about reaching homeless community generated more thought. Mr. Meredith also asked for committee to submit any questions. He and Robert Morrison will meet on Saturday to review.

9. Committee Member announcements on items not on the Agenda

Tom Meredith addressed the issues that will be pending for the 2023 Election as Outreach is not necessarily Election Committee, and that there are not many remaining board members not running who will be on that committee. The Neighborhood Empowerment Advocate does not seem to grasp that there is problematic issues with this.

10. Old/Ongoing Business

Discussed how to ensure the Planning and Outreach requirements.

11. New/Future Business

Sheila Irani wants to bring up to Full Board to suspend meetings possibly in June and/or August.

Adjournment at 9:11 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.