

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, May 3, 2022, 7:00 PM
Webinar ID: 848 3371 4572
<https://us02web.zoom.us/j/84833714572>

Welcome

7:04 PM start

1. Roll Call

Attending

Sheila Irani Tom Meredith Brandi D'Amore Robert Morrison

2. Approval of Minutes

Motion passed.

Motion Made: Motion to Approve April '22 Minutes

Motion: Sheila Irani **Second:** Brandi D'Amore **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. Discuss and move to create a STANDING RULE that Board Meetings cannot exceed 3.5 hours total, or an end time of 10:00 PM whichever is shorter, without a majority Board vote.

Motion passed

Motion Made: Motion to create a STANDING RULE to Board Meetings cannot exceed 3.5 shall be limited to 3.5 hours. To proceed beyond the limit, the Board may vote by simple majority to extend the meeting.

Motion: Sheila Irani **Second:** Tom Meredith **Vote:** Yes-3, No-0, Abstain-1, Recused-0, Ineligible-0

Yes

Robert Morrison Sheila Irani Tom Meredith

Abstain

Brandi D'Amore

5. Discuss cancellation of committee meetings in June 2022 and abbreviate June Board meeting to include Treasurer and PLUM items only.

Committee members feel that June will require committee meetings.

Sheila Irani announced she will be out of town from 6/9-6/30 and will not attend the Full Board on 6/13 or be available for operational functions in June.

Executive Committee members will be available to meet on June 7.

Tom Meredith announced he will be gone May 19 to June 7.

Discussion held on various dates in DONE system in June and July.

Brandi D'Amore, upon inquiry of Ms. Irani's schedule, was advised she would need to take over agenda creation for June as necessary, as Mr. Meredith does not have the technological functionality on his systems.

6. Review for eligibility and qualifications, and possible motion to recommend to Full Board, the application of Chad Manuel for Renter Area A Representative; seat to be held until 2023.

Review of application. Chad Manuel gave an overview of his desire to run for the seat. Committee asked questions of availability, ability to fulfill obligations and oaths, his desires and interests, how he would engage in outreach

Candidate asked the committee what is the hardest and most rewarding aspects of the board

Tom Meredith explains the role of a board member and asks Mr. Manuel what he himself believes the role to be.

Sheila Irani indicates the hardest aspect is bureaucracy; rewarding is being a voice to and for community

Robert Morrison indicates rewarding parts are all are committed to making things better and spirit of democracy practiced in this forum; challenge is labyrinth of the bureaucratic systems.

Brandi D'Amore indicated that the hardest part was that no matter how hard you work, someone will always feel you have failed them; the most rewarding is seeing when there is a direct positive impact on the quality of life of someone who has asked for help. She also indicates you get out of it what you put into it.

Motion passed. Mr. Manuel was advised to attend Full Board in May for the Board to potentially approve his appointment to Renter Area A seat.

Motion Made: Motion to recommend to Full Board, the application of Chad Manuel for Renter Area A Representative; seat to be held until 2023.

Motion: Brandi D'Amore **Second:** Sheila Irani **Vote:** Yes-4, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Brandi D'Amore Robert Morrison Sheila Irani Tom Meredith

7. Motion to approve additional Ready Your LA Neighborhood (RYLAN) promotion expenses up to \$50.

Discussed why there was another \$50 left over to pay, which was based on the method of Facebook billing which did not come in time to place at last vote. This is a continuation of the retroactive payment authorization.

Motion passed.

Motion Made: Motion to approve additional RYLAN Promotion expenses up to \$50.

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

8. BUDGET

Moved to Election first to honor DONE representative 8:07PM

Returned to ay 8:57PM

- A) Discussion of budget and expenses for remainder of fiscal year, including pending NPG's, equipment and operational expenses.

Committee went over budget amounts, what is available, what is and should be earmarked.

- B) Discussion and possible motion to recommend to Full Board purchase up to 7 additional Zoom licenses (\$200 each, total \$1400.00) based on the recommendation from Department of Neighborhood Empowerment Neighborhood Empowerment Advocate (DONE NEA) that DONE that with greater autonomy on the number of licenses, the management becomes easier for all NCs

Brandi D'Amore addressed that there is stress on one person being the legally responsible party to open up all the meetings as the licensing from the City has that restriction. The Department of Neighborhood Empowerment (DONE) has permitted the NC's to purchase licensing to their needs to alleviate this by not restricting to one license. Though Robert Morrison suggested that 4 may be sufficient, Ms. D'Amore believes that the problem arises on who is decided to be the four people and believes that it makes sense to have the committee chairs be responsible for their own license.

Mr. Morrison wanted to investigate further the communications relayed to Ms. D'Amore to get more clarity, and asked if she would forward the communication or pertinent information. The item would be put on Full Board hopefully, with Mr. Morrison having more information.

Motion passed.

Motion Made: Motion to recommend to Full Board purchase up to 7 additional Zoom licenses (\$200 each, total \$1400.00) based on the recommendation from Department of Neighborhood Empowerment Neighborhood Empowerment Advocate (DONE NEA) that DONE that with greater autonomy on the number of licenses, the management becomes easier for all NCS

Motion: Sheila Irani **Second:** Brandi D'Amore **Vote:** Yes-4, No-0, Abstain-0, Recused-0, Ineligible-0

Yes

Brandi D'Amore

Robert Morrison

Sheila Irani

Tom Meredith

9. Election 2023

- A) Discussion regarding Election 2023 responsibilities, upcoming deadlines, recommendations, etc. - Marilu Guevarra

Moved to here at 8:07PM.

Marilu Guevara of DONE takes the floor to explain the Election Committee issues. She addresses the Election Committee functionality for Outreach. Tom Meredith indicates that Outreach is not the best committee for this, as well as that most of the board will need to run in 2023. He highlights that those running cannot ethically participate on that committee.

Sheila Irani asked about when this committee should be started; Marilu indicated probably Spring '22. Ms. Irani asked for money on election and discussed the registration problems to vote which seemed higher. The issue of the City Clerk taking over the voting process was also initiated.

Brandi D'Amore addressed the available committee members for committee, the City Clerk issues, drop box. The inability to get people to run with so many running, the staggering of elections

Mr. Meredith addressed his history going as far back as 2014 to address his experience; asked when the calendar is going out for the election plans. Ms. Guevara addressed timeline and says DONE is working on that, and hopes that collateral material will be available. She discussed that there was discussion on hybrid voting process considered DONE is aware outreach is needed, and wants to work on a plan, so Outreach is not venue direction on how to do it

Additional comments: hybrid, in person, workshops if staggered too late for the first round, vaccination requirements if voting is inside etc.? Our bylaws will require proof of stakeholder status

Robert Morrison: happy to help yet reiterated Mr. Meredith's question on timeline and the stagger gap, in person voting

Ms. Guevara will follow by bringing this to the board. She needs to go to another meeting.

After she left, committee addressed how to handle this exec committee. Mr. Meredith explored his role explored the issue and role of Outreach Chair as being an elected next year at the same time as being Chair of Outreach.

Jumped back to President report at 8:57PM

- B) Discuss and move to submit to FULL BOARD the creation of AD HOC ELECTION COMMITTEE for 2023 Election. Exec Committee should consider recommendations for chair and committee members for President to submit for consideration at Full Board meeting in May.

Brief coverage in earlier agenda item. Tabled until more information provided on how to go forward.

10. Discussion of committee assignments and structure

Robert Morrison asks about committees having an Outreach person on each committee to allow for better understanding and interaction with Outreach. Brandi D'Amore indicated that she is on Outreach and sits on 6 other committees, so that component is already covered for the most part, and also advised that cross-communication may be minimal to accommodate Brown Act. Tom Meredith also discussed that we do not have enough board members as it is; potentially burden those on Outreach already.

11. Discuss how to develop HUNC Board position descriptions.

This issue was postponed.

12. Discussion and recommendation to Full Board to adopt procedure as a Standing Rule regarding filling vacancies on Executive

Committee that occur before fiscal year end.

Discussed the issue, discussed the possibilities, the needs to do it now over later, etc. Brandi D'Amore She went on to discuss that the possibility exists to have a vacancy mid-term that has no protocol for filling. Robert Morrison highlighted that the bylaws have a contingency for Secretary position, and Brandi D'Amore tried to explain this does not affect just the Secretary seat. Tom Meredith asked why the committee had reticence to address. Committee decided to not determine at this time as it seemed unnecessary, though Ms. D'Amore did not agree.

13. Discuss methods of promotion to community of AD HOC HOLLYWOOD SIGN COMMITTEE requesting stakeholder interest in joining committee.

Committee discussed the pros and cons that had been recently utilized to attract voting stakeholders and questions about Sheila Irani choosing voting stakeholders prior to outreach. Ms. Irani and Brandi D'Amore had vociferous differences on how this was and how it should be handled.

Robert Morrison left the committee at 9:54.

14. Discuss cancelling June Exec Committee meeting

Sheila Irani suggested canceling June meeting. Committee decided to meet on June 7.

15. Committee Member announcements on items not on the Agenda

None

16. Old/Ongoing Business

None

17. New/Future Business

Return to postponed items at future date.

Adjournment at 10:21 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.