NORTH HILLS WEST NEIGHBORHOOD COUNCIL
Special Board Meeting/Mid Valley Regional Library
Tuesday, October 2, 2012, 6:00 pm-7:45 pm

APPROVED

The meeting was called to order by Tino Julian, President.

The Pledge of Allegiance was led by Tino Julian and Board Members.

The Roll was called by Debra Francisco, Secretary. Present were: Tino Julian, Robin Tyler, Debra Francisco, Janet Gaspard (came in later) Mary Armenteros, Marina Adlivankina, Frank Klein, Deborah Stevens and Nancy Xander. Absent were: Anita Goldbaum, David Hyman, John McGovern and Jaynee Thorne.

PUBLIC COMMENTS on non-agendized items – None

PRESENTATIONS – None

There are seven standing committees and the purpose of this meeting is to staff those committees with officers so they can begin their work. These standing committees are:

Budget & Finance
Events, Marketing, Outreach
Planning and Land Use
Public Safety
Emergency Preparedness
Rules & Elections
Beautification & Infrastructure

OLD BUSINESS
Robin made a motion to appoint 2 Board Members to attend the Mayor's Budget Day, November 17, 2012. As our Treasurer, Mary would be the most likely candidate. Although Anita was absent (out of town) she sent a letter volunteering to serve as the second person.

Seconded: Debra Francisco
ACTION: All were in favor. No one opposed or abstained. The Motion passes.

NEW BUSINESS
The motion was made by Debra Francisco to send the Mayor a letter of support to have Grayce Liu to be permanently appointed as General Manager of the Department of Neighborhood Empowerment (DONE). The letter of support was read to all, then signed by Tino.

PUBLIC COMMENTS: Mr. Punam Gohel (palmplaza@ymail.com) stated he thought this board is doing a wonderful job.

Seconded: Nancy
ACTION: All were in favor of the motion. No one opposed or abstained. The motion passes.

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Tino made the motion to appoint 2 representatives to the Valley Alliance of Neighborhood Councils (VANC). Robin originally attended. Anyone can attend but only 1 representative can vote. It was suggested we all can go in October. It's on the second Thursday of each month. Tino appointed Robin as our representative with Mary as the alternate.

PUBLIC COMMENTS: None

Second: Marina
ACTION: There being no further discussion all voted in favor with no one opposed and no abstentions. The motion carries.

Mary brought up the fact that to make our treasurer's position functional a second signatory is needed for the checks or P-card (purchase card). It may take 1 month or more to set up use of the P-Card. There is a time lapse between training and usage. Although Anita is in Hawaii, she sent a letter volunteering for this, since she has a finance background. Robin made the motion to accept Anita as our second signatory.

PUBLIC COMMENTS: None

Second: Deborah Stevens
ACTION: There was no further discussion. All voted in favor. There were no opposition votes or abstentions.

Tino brought up the motion to have a legal liaison with the City Attorney's Office. Robin was appointed as liaison since she already has a past relationship with both the City and County in this regard.

PUBLIC COMMENTS: Someone asked why this is necessary. Tino stated sometimes we need clarification on certain matters. In the past only DONE accessed the City Attorney. However, we should have access to legal consultation, such as does the City and County when they are being sued.

Second: Frank Klein
ACTION: Without further discussion, the motion was approved, without opposition votes or abstentions.

As president Tino is empowered to appoint chairs and co-chairs for the six standing committees. It is his desire to consider appointing the chairs first. After their appointment, we can go back to appointing the co-chairs. If anyone else wants to serve Tino can be contacted via the website or at the Neighborhood Council's phone number.

EVENTS/MARKETING/OUTREACH - is the committee having the most interest. Letters were read from David Hyman and Anita Goldbaum expressing their desire to serve as chair or co-chair.

PUBLIC COMMENTS: Peggy Burgess was opposed to having David Hyman as either chair or co-chair. She believes based on his past record he is ineffectual. Robin made the motion to have Anita serve as chair and Nancy as co-chair.

Mike Khalid had helped the Council until the last board when he resigned. He's an outreach specialist and has records for the past year webmaster training and is willing to submit these records to the present board for their use. The board thanked him and recommended he sign up at the next General Meeting on October 18.

Seconded: Mary
ACTION: The board voted in favor of Anita and Nancy as chair and co-chair of the Outreach Committee. There were no opposing votes or abstentions.

BUDGET & FINANCE COMMITTEE – Tino nominated Mary to serve as chair of this committee.

PUBLIC COMMENTS: None

Seconded: Marina
ACTION: The board voted Mary to serve as chair of this committee. There being no opposition votes or abstentions, the motion carries.

Let the record show at this point Janet Gaspard, previously absent, is now in attendance.

PLANNING AND LAND USE COMMITTEE – With his background as a general contractor, Tino nominated John McGovern as chair of this Committee. He knows about construction and leases. Robin Tyler was nominated to be co-chair.

PUBLIC COMMENTS: None

Second: Nancy
ACTION: All were in favor, without opposing votes or abstentions.

PUBLIC SAFETY COMMITTEE- Interfaces with Police Department in rescue and safety matters. Deborah Stevens nominated Tino as CO CHAIR of this committee since he is a firefighter/paramedic; Deborah Stevens was nominated -CHAIR.

PUBLIC COMMENTS: None

Seconded: Marina
Tino nominated Robin to serve as co-chair of Planning & Land Use Committee.

Seconded: Frank Klein
ACTION: The motion carried to have Tino as chair and Robin as co-chair of this committee. There were no opposing votes or abstentions.

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BEAUTIFICATION & INFRASTRUCTURE COMMITTEE – is anything that entails working with non-City services, street services, potholes, sidewalks. Tino nominated Marina but she stated she wouldn't be able to chair but would willing to co-chair. In turn Marina nominated Jaynee since this is the committee she was interested in. We know there are still items at our VA storage bin and money was spent in a 2 week period to purchase 15 shovels. We are working with DONE to get what is in the VA storage bin.

PUBLIC COMMENTS: Mike Khalid offered to help with this committee.

Seconded:
ACTION: The board voted to have Jaynee as chair and Marina as co-chair of this committee. There were no opposing votes and no abstentions. The motion passes.

EMERGENCY PREPAREDNESS COMMITTEE – since Tino is a firefighter/paramedic, he was nominated by Marina to serve as chair with Deborah Stevens as co-chair.

PUBLIC COMMENTS: None

Seconded: Frank
ACTION: The board passed the motion to have Tino as chair of this committee. There were no opposing votes or abstentions.

RULES & ELECTIONS COMMITTEE – works within the framework of DONE in conducting elections. Tino nominated Nancy as chair. Frank was nominated as co-chair.

PUBLIC COMMENTS: None

Seconded: Robin and Mary
ACTION: The board voted to have Nancy as chair and Frank as co-chair of this committee. There were no opposing votes or abstentions.

In addition to chair and co-chairs, these committees all need an uneven number, i.e. 3, without incurring quorum issues. Tino reviewed the by-laws. With only 2 members things wouldn't always get done.

The next order of business duly elected the following persons as the 3rd member of the respective committees and there was NO PUBLIC COMMENT on any of these individuals:

EVENTS/MARKETING & OUTREACH – Marina Adlivankina appointed as 3rd member (she has great ideas)
PLANNING AND LAND USE – As a stakeholder, appoint Peggy Burgess for her valuable insight
PUBLIC SAFETY – John McGovern appointed as 3rd member
BEAUTIFICATION & INFRASTRUCTURE – Janet is appointed as 3rd member
EMERGENCY PREPAREDNESS – Frank Klein is appointed as 3rd member
RULES & ELECTIONS – Debra Francisco is appointed as the 3rd member

BUDGET AND FINANCE – Debra Francisco is appointed as the 3rd member

Two members shall serve as a quorum for meetings of a committee of 3. We must refrain from contacting other committee members via technological means that could be constituted as a violation of the Brown Act. There will be sign ups at the next General Meeting for stakeholders who would like to serve on a committee. Appointments to committees must be governed by the by-laws.

The sound system run by Dave Brown, was inoperable for this meeting. Tino stated the need to create an Ad Hoc Committee to form a Sound and Technical Committee headed up by Dave Brown, who currently records our meetings. Per the by-laws any new committee must begin as an ad hoc committee. Rather than limiting its title to sound, it is better to name this as a Technical Support Committee. Three board members can serve on this committee with stakeholders. Robin stated she would Chair this committee, and was appointed as chair. Dave Brown and David Rayburn were appointed as resident/stakeholder positions.

PUBLIC COMMENTS: None

Seconded: Frank
ACTION: This motion was approved with no opposing votes and no abstentions.

BOARD COMMENTS
Nancy approved funding for the Valley Emergency Fair, Saturday October 6. Debra Perkins, prior board treasurer, believed it was already approved for $480.84 as this Council's share for participation. However, this board hasn't had access to those minutes. We will try to get this verified from the previous board. Since we don't have a credit card (P-card) for obtaining these items, they may have to be out of pocket and we'll have to obtain reimbursement when the treasury is functional. If item must be handled by a special meeting, we need to give 24 hours notice and this would be the only item on the agenda. This should be brought up in the next General Meeting. This is a big event.

Robin wanted to thank those that have come back (to participate in council?) This new board is a total change of experience. The question that arises is committee chair must be a board member. David Hyman may only have an interest in being chair or co-chair, however, he needs to be on a committee.

There being no further business Robin made the motion to adjourn and it was seconded by Frank. The meeting adjourned at 7:30

Respectfully submitted,

Pauline Ramirez, Volunteer Note Taker

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COMMITTEE ASSIGNMENTS
Events/Marketing/Outreach – Anita Goldbaum/Chair – Nancy Xander/Co-Chair
BUDGET AND FINANCE – Mary Armenteros/Chair – Anita Goldbaum/Co-Chair
PLANNING AND LAND USE – John McGovern/Chair – Robin Tyler/Co-Chair
PUBLIC SAFETY – Deborah Stevens/Chair – Tino Julian/Co-Chair
BEAUTIFICATION & INFRASTRUCTURE – Jaynee Thorne/Chair – Marina Adlivankina/Co-Chair
EMERGENCY PREPAREDNESS – Tino Julian/Chair – Deborah Stevens/Co-Chair
RULES AND ELECTIONS – Nancy Xander/Chair – Frank Klein/Co-Chair
TECHNICAL SUPPORT (ADHOC) – Robin Tyler/Chair