

Minutes of the General Board Meeting of the

Reseda Neighborhood Council

Monday, June 18, 2018

Reseda Neighborhood Council Community Space, 18118 Sherman Way, Reseda, CA 91335

I. **Meeting called to order** by Board President C.R. Cochran at 7:10 PM.

Pledge of Allegiance was led by H. Benjamin Johnson

II. **In attendance**, making a quorum: CR Cochran, Gilbert Juarez, Anna Measles, J. Benjamin Johnson, Martin Buonora, Sharon Brewer, Joe Phillips, Priscilla Anchondo, Yassmin Flores, Narguess Noohi, Anthony Contreras and Jeffrey Mintner. **Not in attendance**: Cameron Lambert and Maggi Espada-Hernandez. Both absent parties submitted an explanation in writing and have been formally excused from the meeting.

III. **Introduction of City Employees and other visitors:**

1. **Joseph Campbell** representing Councilmember Bob Blumenfeld's Office announced the City Council's approval of the acquisition of the Reseda Theater, more information to come.

IV. **Public Comment and Announcements**

1. **Glenn Bailey**, speaking as an individual, he was at the Board of Neighborhood Commissioners (BONC) meeting this afternoon, he has distributed to each of the board members several excerpts from the packet the BONC was considering today with regards to bylaw amendments that were submitted by the RNC. He pointed out that the BONC only has jurisdiction over boundary adjustments and the change of the board structure, which is the relevant item for the RNC, regarding the Youth Member. On Pg 3-4 of handout, he excerpted the relevant info from the proposed bylaws today. It reflects an increase from one Youth Member to two. It did not change what the commissioners were considering today, an increase in the age which the RNC had approved. Nor does the paperwork mention anything about attending a school, which was also approved by the RNC. He attended the Bylaws and Rules committee meeting on March 30, and states that he knows that not all of the amendments were approved by the RNC, but those that were, were to be considered by the Commission. He noted a disconnect between what the board approved in terms of the Youth Member provisions and what he passed out. Since the Commissioners postponed this, there's time to get this straightened out. One issue is that bylaw amendments were due April 15 and they have a legal deadline to get items to the City Clerk by July 1, so he supposes there might be an exception, but he isn't sure. If this isn't reconciled, he's not sure how it will proceed, but he wanted everyone to know what happened and where things are at.

Anna Measles was at the BONC meeting, but defers commentary until Vanessa Serrano arrives, who is on her way.

V. **Executive Officer Reports:**

President – CR Cochran – She wanted to emphasize for the Board, fiscal year ends June 30, so a lot of reports, corrections and last-minute affairs are due. All is going as planned, one major change – the budget that has to be submitted has been changed and is now due on July 30, as opposed to June 30, so there is still have the opportunity to complete that. The board will present it to the public once it's been voted on. Gilbert Juarez will be taking care of it and the information will be disseminated as planned.

Cochran reminded the board to please make sure the chain of command is followed, so that everyone is properly notified, no surprises. Emails, complaints, inquiries, make sure to follow chain of command through proper channels.

(a) **Vice President** – Not present.

(b) **Treasurer – Gilbert Juarez** – He updated the board that since the last meeting, chairs were bought, also tablets.

He noted that the San Fernando Chinese Culture Association, a previously submission that had been rejected, has been accepted, also the Congress & Budget Advocates, also approved.

He clarified confusion about the LA Print invoice discussed in the previous meeting – the invoice was a sample, due to the deadline of June 1 to submit for marketing items, so the invoice was for sample items, the amounts were the same, but the items changed. That was the quickest solution. At this Thursday's Outreach meeting, the items will be determined.

There will be a special Finance Committee meeting on June 28, most likely at 7:00 PM.

Juarez anticipates being able to spend all of the money for the fiscal year, and noted that the situation is an improvement from last year. There will be a vote.

(c) **Sergeant-At-Arms – H. Benjamin Johnson** – The LAPD sent a request to the RNC for use of the community space for Neighborhood Watch on July 18. We need to open it up to the community. He'll send the council the information for this event. So far it's a one-time request, but there might be more uses for Neighborhood Watch and other community uses in the future.

CR Cochrane noted there are processes for using the community space. From this point forward, all events should be approved by DONE (Dept. Of Neighborhood Empowerment). Vanessa Serrano gave a copy of the funding booklet to the council, please review it, we need to adhere to it.

(d) **Parliamentarian – Anna Measles** deferred to **Vanessa Serrano**, who addressed the meeting, updating the RNC about the board structure change application that was agendized earlier today at the Board of Supervisors meeting. Because she hadn't gotten the full language, it was tabled until next meeting. There was different language in the document she saw today. All they had gotten was the application, not the language. The recommendation had the old age limit (18), the new language had a new age limit (19). She will look back and see what can be done. The original meeting where the new changes were discussed and approved by the RNC was a long time ago, but she doesn't want it to go to waste. Now that she has the full document, she will see what can be done.

Priscilla Anchondo asked if the extra Youth Seat is the one item of contention, which Serrano confirmed. Additional amendments were received today, she'll track down answers. If this doesn't happen this cycle, it can be resubmitted next time. Serrano will try to get this on the July agenda. The meeting will be July 16, Serrano will send an email, please be attentive to that. She also outlined the process the commissioners are used to seeing and will share a document with the information with everyone.

Glenn Bailey noted that something that wasn't addressed today, was the amendment application, because the board voted on two different dates and on two different items, he doesn't know if it was 2 separate votes or part of an overall vote on May 7. He recommends that the whole corrected application sheet be submitted as well. Serrano and Cochrane described how the process unfolded and how multiple votes created confusion, which is being sorted out.

Serrano noted other items discussed at the commissioners meeting earlier. The RNC Agenda postings and website postings were questioned, as they aren't happening as they should, due to hiccups including the turnover in personnel. A recommendation from the commissioners is to look into hiring a webmaster to free up more time for council members to get things done. After discussion about how notifications are communicated, how the site works, how the URL has changed and how, per the stakeholders need more notifications for events and RNC info than simply posting it on the RNC site, CR Cochrane noted that if the commissioner make a recommendation, it should be adhered to and that this issue should be a future agenda item for discussion. Cochrane also noted that members of the RNC should attend the meeting on July 16 at City Hall.

Serrano also noted that the monthly profile has links, the first being a proposed motion at making some Neighborhood Council changes, people should look at the things being proposed and, if there's anything anyone would like to address, submit a community impact statement. There's also a link for a survey, where people can let them know needs and suggestions. They've hired more staff to attend meetings, so things are getting better.

Serrano also asked members to save the date for September 22 for the next Congress of Neighborhoods at City Hall – open to the public. She'll send an email to the council about it. She suggests anyone can Google 'congress of neighborhoods,' they have a site, they're working on setting up workshops. There are also links on the site with resources and applications that can be filled out.

Finally, she noted that Civic Youth started today, and she met two young people from Reseda today. She hopes to invite them to a future RNC meeting.

VI. RNC Committee Reports:

1. **Beautifying Reseda (ad hoc) – Yassmin Flores**

Flores and her committee talked about creating an event for the community – Discovering All the Wonderful Resources Reseda Has to Offer – it's in the works, for September 1, open to all.

2. **Bylaws & Stand. Rules – DJ Frank**

Anna Measles spoke, since DJ couldn't attend, he's working out the agenda for July meeting, more details to follow.

3. **Community Space – J. Benjamin Johnson**

The committee had a productive meeting, he's been in contact with Vanessa Serrano about creating applications for people to use the space during non-business hours. Serrano said this is coordinated through the City Clerk's office, still being worked out (liability insurance, etc.). Committee will be in contact with her, looking to streamline the process.

The next meeting of the Community Space Committee will be July 19.

Johnson also noted that a Key Log needs to be developed, he needs to get keys back from folks who have resigned, the process is being discussed.

He announced that in August there will be an event, a Back to School Bash, where backpacks, supplies and such can be furnished to students, he'll let the council know more details as that develops.

Several issues were discussed about the Community Space, including keys for supply closets (and perhaps a lockbox for storage keys), door and lock improvements, Fire Dept capacity certification, dust mop for better cleanup, etc. Johnson asked that requests be sent to the committee.

4. **Disaster & Emergency Services – Larry Bowman**

Garth Carlson (reporting for Bowman) noted that a meeting was held last week. Carrie has resigned from the committee and Jeffrey Mintner will join the committee. In the meantime, he'd like to get another CPR class going for August 4, he got an email about it but hasn't had a chance to do anything with it yet. Carlson also noted that they've got 35 headsets for a Spanish language translator for participants during the class. That will be finalized, more information to come.

Priscilla Anchondo noted that the Mobility Committee is doing a cleanup on the same date (August 4), which would be a possible conflict depending on the times, to be worked out.

5. **Economic Development – Garth Carlson**

The next meeting will be Tuesday, 6/26.

6. **Finance – Gilbert Juarez**

Nothing new to report (see his Treasurer's Report earlier).

7. **Health & Wellness – Nasim Bahadorani**

No report.

8. **Homelessness Advocacy – Anthony Contreras**

Contreras recommends having a joint meeting with the Homelessness Advocacy committee and the general board this Saturday, from 9:00 AM-1:00 PM, specifically to listen to stakeholders about the homeless situation in Reseda. Time conflicts were noted (that date is also Budget Day), and will be discussed more later.

9. **Mobility & Environment – Joe Phillips**

Phillips noted that the committee had a meeting last week, on June 11, the next meeting will be on July 9.

The Victory Outreach Church has reached out to help facilitate cleanup on the western end of Reseda, on August 4. Phillips envisions it taking place from 8:00 AM-10:00 AM, and it shouldn't be just about Reseda, but also Winnetka and the Valley and Bob Blumenfeld's office. He'll be connecting with the Winnetka Neighborhood Council so they

can coordinate and promote the event, get some tools from the city, trash bags, etc. The plan is to attack Sherman Way and some of the side streets. Phillips noted that he bikes a lot in the area and will look around beforehand to see where efforts should be focused.

Phillips also recommended everyone get the 311 app on their phones and learn how to use it. He wants to set up a competition and track 311 requests, challenge the city to track requests and come up with a reward for who can submit the most requests. See something, 311-able, submit it and we can compete against each other.

10. **Newsletter – Garth Carlson**

Carlson reported that today was deadline for this current newsletter, so if anyone has something for it, get to him today (or tomorrow), he has a bit of room. If doesn't reach him in time, it'll just be in the electronic edition, not printed.

Narguess Noohi has resigned due to communication problems along the line of the chain of command comment CR Cochrane spoke to earlier. Carlson noted that her route is important with several important distribution sites, so he'd like some help. There are still a couple of weeks, hoping to have it out by July 3. He has less time than he used to have.

11. **Outreach – David Garner**

CR Cochrane noted that Garth Carlson had sent out the agenda for the meeting on Thursday, June 21. He noted that because there have only been two meetings this year, he's trying to get things moving forward since David Garner has resigned. We have so many ways to outreach to the community, most aren't being utilized.

12. **PLUM – D.J. Frank**

Since Frank was absent, CR Cochrane noted that there was recently an awards ceremony for district attorney Mike Feuer's Neighborhood Justice program. Board members CR Cochrane and Martin Buonora, who have been volunteering as panelists in the program for over two years received commendations. Photos may appear in the newsletter, it was a great event. She encourages other board members to participate and learn what the DA's office does and to network with prosecutors.

VII. **Presentations/Announcements/ FYI:**

1. LA City Budget Day is Sat. June 23, 2018. LA City Hall. 7:30am-12:30pm. Budget Day is free & offers the public our City's budget updates in the Council Chambers. Elected & appointed officials will discuss how our City budget of \$ 9.2 Billion applies to our stakeholders. Complimentary Breakfast & parking is provided. Please RSVP. Please bring ID. Current budget reps should ensure their voting status via e-mail: LizAmsden@hotmail.com Items of interest include \$33 million to repair city streets, \$ 24 million for Vision Zero, (a traffic death reduction program), and \$176 million for homelessness programs.
2. LA City is offering free Open Data Community Training in Panorama City. Learn to Access and use Data on City Projects. Wed. June 27, 2018 at Kaiser Permanente, 13652 Cantara St., Building 2, Room G, Panorama City, CA 5pm-7:30pm. In collaboration with D.O.N.E. and the Mayor's Open Data Team this training is designed to help solve unique neighborhood needs, apply for grants, identify community partners, beautify streets, and design local outreach campaigns. Please bring laptops/tablets. Spanish translation and a set number of extra computers w/be available. Please RSVP.
3. NAACP San Fernando Valley chapter MEETING, Monday, June 25, 2018, 7:00pm, Reseda NC Community Space, 18118 Sherman Way Blvd., Reseda 91335.

VIII. **Reseda Neighborhood Council Administrative Matters:**

1. The Reseda NC Board to approve (by vote) the resignation of Board Member & Board Vice President, David Garner. The resignation is effective 6/13/2018.
Jeffrey Mintner moved to accept David Garner's resignation, Yassmin Flores seconded.
A show of hands vote was unanimous and the motion passed.
Vote count: Yes 12 No 0
2. The Reseda NC Board to review, discuss and consider approving the minutes from the General Board Meeting, dated 5/21/2018, and 6/4/2018.

Two typographical errors from the 5/21/18 meeting minutes were discussed. The first error involved the Roman numerals from an earlier version (most council members had a version without the error), and the second was a miss-typed word which required the minute-taker to go back to the audio recording for clarification. Upon listening to the recording, in Section IV, number 4 (Public Comment from Alexis Woodward of the Ministries of Victory), the sentence had read ‘...rescue women from pits...’ and has been corrected to read ‘...rescue women from pimps...’).

H. Benjamin Johnson moved to approve the minutes from 5/21/18, Gilbert Juarez seconded.

Prior to that vote, Jeffrey Mintner moved to amend the motion to approve the motion with the correction from the recording review, which was seconded by Gilbert Juarez.

For the Amendment motion, a show of hands vote was taken and the motion passed.

Vote count: Yes 8 No 2 (Measles, Brewer) Ineligible 2 (Contreras, Phillips, not present at 5/21 meeting)

To approve the 5/21/18 meeting minutes, a show of hands vote was taken and the motion passed.

Vote count: Yes 8 No 2 (Measles, Brewer) Ineligible 2 (Contreras, Phillips, not present at 5/21 meeting)

H. Benjamin Johnson moved to approve the minutes from 6/4/2018, Jeffrey Mintner seconded.

To approve the 6/4/18 meeting minutes, a show of hands vote was taken and the motion passed.

Vote count: Yes 8 No 2 (Measles, Brewer) Ineligible 2 (Bounora, Contreras, not present at 6/4 meeting)

3. The Reseda NC Board to elect 2 Budget Reps for the 2018-2019 term. The reps will attend Budget Day (6/23/2018).

After discussion about term lengths and meeting requirements, Anna Measles moved to nominate H. Benjamin Johnson as a Budget Rep, Yassmin Flores seconded.

A show of hands vote was unanimous and the motion passed.

Vote count: Yes 12 No 0

Priscilla Anchondo moved to nominate Yassmin Flores as a Budget Rep, Narguess Noohi seconded.

A show of hands vote was unanimous and the motion passed.

Vote count: Yes 12 No 0

4. The Reseda NC Board to discuss and site a motion to, review, approve and certify the Reseda Neighborhood Council’s Inventory list as correct and complete, containing all items in the possession of Reseda NC; as reported to the Department of Neighborhood Empowerment during Fiscal Year 2017-2018.

H. Benjamin Johnson, as chair of the Community Space Committee noted that since the due date was pushed back, he can work on this list this week and present it to the council at the next meeting. All items in the inventory need to adhere to standards of Neighborhood Councils and the City. This is due on July 15, so it can be discussed at the July 2 meeting. If the list is completed before then, it can be sent to board members for review.

5. The Reseda NC will discuss and approve the finance committee’s recommended annual budget.

Because of the due date postponement, this item is postponed.

6. Board Vacancies: The Reseda Neighborhood Council Board will hold a board election to fill the vacancy of 1 “residential stakeholder” seat which was vacated by Ms. Juana Torres as of 4/23/2018, and 1 “at-large stakeholder” seat which was vacated by Mr. David Garner as of 6/13/2018. In accordance with the bylaws, any qualified “residential stakeholder” or at Large Stakeholder” may choose to run for the vacant seat(s) and there will be a vote if necessary at the general meeting at least 30 days from the announcement (residential stakeholder position is available any time after June 6th, 2018, and at- large stakeholder position is available any time

after July 18th, 2018 respectively). Eligibility for the residential position is defined as an "residential stakeholder" who lives within the Reseda Neighborhood Council boundaries and who is at least 18 years of age. Eligibility for the "at large stakeholder" position is defined as anyone who has a vested interest within the boundaries of the city of Reseda, including but not limited to religious membership, employment, schooling or specified affiliation within the city of Reseda.

Stakeholder Sarah Williams nominated herself to run as a residential stakeholder. She stated that she'd like to run because she feels it's her responsibility to serve her community and this is an avenue where she believes she can be effective. She has lived in Reseda for over a year, in California much longer.

There was discussion and a question-and-answer session where Williams described what qualities she would bring to the Board and which committees she'd be interested in serving on (Health & Wellness, Mobility & Environment), as well as noting that she lives with current Board member Jeffrey Mintner.

Anna Measles moved to accept Sarah Williams as the Resident Stakeholder on the Board, seconded by H. Benjamin Johnson.

A show of hands vote was held and the motion to accept Sarah Williams to the Board passed.

Vote count: Yes 11 No 0 Abstained/Recused 1 (Mintner)

At this time Williams was sworn onto the Board.

7. The Reseda NC Board to Discuss & consider a Special Joint Meeting Homelessness Advocacy Committee & Board to be held Saturday, June 23rd, 2018, 9am-1pm, at the Community Site. This is part 1 in a series of Meetings to allow the local community to discuss concerns and solutions to the homelessness issues facing Reseda.

CR Cochrane gave background and clarification on this issue and how the process happened.

Garth Carlson mentioned he would like an agenda, Anthony Contreras said he will create the necessary paperwork for the meeting.

8. The Reseda NC Board to Hold Officer Elections. Officer elections occur every 2 years. The positions of President, Vice-President, Treasurer, Secretary, Parliamentarian and Sergeant-of-Arms are open for election.

The first Officer voted on was President.

Martin Bounora nominated CR Cochrane, Narguess Noohi seconded, the nomination was accepted.

Anna Measles nominated Jeffrey Mintner, Sharon Brewer seconded, the nomination was accepted.

Narguess Noohi moved to adhere to the interpretation of the bylaws governing Officer elections, which state votes need to be held after waiting 30 minutes from the start of the meeting, Jeffrey Mintner seconded.

After discussion of how this part of the bylaws are to be interpreted, a show of hands vote on the motion was taken

Vote count: Yes 11 No 2 (Brewer, Measles) Abstained 1 (Williams)

After questions and discussion with the two candidates for President, a vote was taken.

Vote count: CR Cochrane 7 (Cochrane, Juarez, Johnson, Buonora, Phillips, Noohi, Contreras) Mintner 5 (Measles, Brewer, Anchondo, Flores, Mintner), Sarah Williams abstained. CR Cochrane was re-elected President.

The next Officer voted on was Vice President.

Joe Phillips nominated Anna Measles, Jeffrey Mintner seconded, the nomination was accepted

Gilbert Juarez nominated himself, Anthony Contreras seconded, the nomination was accepted

H. Benjamin Johnson nominated himself, CR Cochrane seconded, the nomination was accepted

Nargus Noohi nominated Yassmin Flores, Jeffrey Mintner seconded, the nomination was accepted

After questions and discussion with the four candidates for Vice-President, a vote was taken.

Vote count: Anna Measles 7 (Measles, Buonora, Phillips, Juarez, Flores, Anchondo, Brewer) Gilbert Juarez 1 (Contreras), H. Benjamin Johnson 2 (Johnson, Cochrane), Yassmin Flores 2 (Noohi, Mintner), Sarah Williams abstained. Anna Measles was elected Vice President.

The next Officer voted on was Secretary.

Jeffrey Mintner nominated himself, Yassmin Flores seconded, the nomination was accepted

Since there was only one candidate running, a show of hands vote was taken.

Vote count: Yes 12 No 0 Abstained 1 (Williams). Jeffrey Mintner was elected Secretary.

The next Officer voted on was Treasurer.

Nargues Noohi nominated Gilbert Juarez, Jeffrey Mintner seconded, the nomination was accepted.

Since there was only one candidate running, a show of hands vote was taken.

Vote count: Yes 12 No 0 Abstained 1 (Williams). Gilbert Juarez was re-elected Treasurer.

The next Officer voted on was Sergeant-of-Arms.

Nargues Noohi nominated H. Benjamin Johnson, Martin Buonora seconded, the nomination was accepted.

Since there was only one candidate running, a show of hands vote was taken.

Vote count: Yes 12 No 0 Abstained 1 (Williams). H. Benjamin Johnson was re-elected Sergeant-of-Arms.

The next Officer voted on was Parliamentarian.

Joe Phillips nominated Sarah Williams, Yassmin Flores seconded, after discussion where her eligibility as a new member of the council was confirmed, the nomination was accepted.

Since there was only one candidate running, a show of hands vote was taken.

Vote count: Yes 12 No 0 Abstained 1 (Williams). Sarah Williams was elected Parliamentarian.

9. The Reseda NC Board will select a new P-Card Holder, a Second Signer and an Alternate Signer.

Priscila Anchondo nominated Yassmin Flores as P-Card Holder, Narguess Noohi seconded, the nomination was accepted and a roll call vote was taken.

Vote count: Yes 12 No 0 Ineligible 1 (Williams). Yassmin Flores was selected as P-Card Holder.

Priscila Anchondo nominated Jeffrey Mintner as Second Signer, Sharon Brewer seconded, the nomination was accepted.

Gilbert Juarez nominated Yassmin Flores as Second Signer, Anna Measles seconded, the nomination was accepted.

Vote count: Jeffrey Mintner: 5 (Cochrane, Bounoroa, Brewer, Anchondo, Mintner), Yassmin Flores 7 (Juarez, Measles, Johnson, Phillips, Flores, Noohi, Contreras), Ineligible 1 (Williams). Yassmin Flores was selected as the Second Signer.

Anna Measles nominated herself as Alternate Signer, Yassmin Flores seconded, the nomination was accepted and a roll call vote was taken.

Vote count: Yes 10 No 2 (Cochrane, Johnson) Ineligible 1 (Williams). Anna Measles was selected as Alternate Signer.

10. The Reseda NC Board will discuss & approve the meeting dates for the upcoming fiscal year: 2018-2019.

This item was postponed, with the only commentary being from CR Cochrane, who asked the board to consider one meeting a month instead of two, taking place on the third Monday of the month, allowing the Budget Advocates to attend their meeting.

IX. **Upcoming Agenda Items:** Possible future agenda items that Board Members would like to include on upcoming agendas should be directed to the Reseda NC President, CR Cochrane or Vice President, Anna Measles.

X. **Tentative -Next Meeting:** 7:00pm, Mon. July 2, 2018 . Reseda NC Community Space 18118 Sherman Way, Reseda, CA 91335 (front half of Bank of America building).

Note: Dates of Future Meetings: Tentative APPROVED General Board meeting dates are the first and third Monday of each month.

XI. **Adjournment.** The meeting was adjourned at 10:03 PM.