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**EXECUTIVE COMMITTEE  
AGENDA**

**Monday, February 20, 2017 @ 6:30 PM**

GTLNC Office, 10116 Riverside Drive, Suite 200 Toluca Lake, CA 91602

**1. Meeting Opening / Call to Order**

Start Time \_\_\_\_ PM

**2. Attendance**      Please mark: X – Present EX – Excused AB – Absent

\_\_\_\_ Ryan Altoon, *President*                      \_\_\_\_ Arthur Wypchlak, *Treasurer*                      \_\_\_\_ Juliann Miles, *Secretary*  
\_\_\_\_ Joanne Saliba, *Vice President*                      \_\_\_\_ Janet Richman, *Accountant*

**3. Public Comment - (Limited to 3 minutes per speaker)**

**4. On-Going Business: - (Possible Motions/Actions)**

a. Review and Approve January 17, 2016 Board Minutes

**MOTION A:** Approve the GTLNC January 17, 2016 Board Minutes as submitted.

**FIRST:** \_\_\_\_\_      **SECOND:** \_\_\_\_\_      **VOTE:** \_\_\_/\_\_\_/\_\_\_

b. Review and Approve the GTLNC Board Agenda

**MOTION B:** Approve the GTLNC Board Agenda, for February 21, 2017 as submitted and/or amended.

**FIRST:** \_\_\_\_\_      **SECOND:** \_\_\_\_\_      **VOTE:** \_\_\_/\_\_\_/\_\_\_

c. Treasurer Report

- i. GTLNC Funding Dashboard Review
- ii. Review January 2017 MER

**MOTION C:** Approve the **January 2017 MER** and expenditures for reconciliation submission to Department of Neighborhood Empowerment as submitted.

**FIRST:** \_\_\_\_\_      **SECOND:** \_\_\_\_\_      **VOTE:** \_\_\_/\_\_\_/\_\_\_

d. Administrative

- i. Website / Webzazzle
- ii. Shiny Object Co.
- iii. Admin Assistant/ Social Media Manager Update
- iv. Admin Expenses

**5. New Business: - (Possible Motions/Actions)**



**6. Close Meeting:**

Close Time \_\_\_\_ PM

**7. Next Meeting:** Tuesday, March 14, 2017 at 6:00pm – 10116 Riverside Drive, Suite 200

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** – The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to 2 minutes per speaker, unless adjusted by the presiding officer of the Board.

**PUBLIC POSTING OF AGENDAS** - GTLNC agendas are posted for public review as follows:

- John Arroee Building (Community Kiosk), at the Southeast corner of Forman Avenue and Riverside Drive;
- [www.gtlnc.org](http://www.gtlnc.org); or
- You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <http://www.lacity.org/government/Subscriptions/NeighborhoodCouncils/index.htm>

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**PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed at our website: [gtlnc.org](http://www.gtlnc.org) or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact JULIANN MILES, Board Secretary via email at [Juliann.Miles@gtlnc.org](mailto:Juliann.Miles@gtlnc.org)

**RECONSIDERATION AND GRIEVANCE PROCESS**

For information on the GTLNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the GTLNC Bylaws. The Bylaws are available at our Board meetings and our website [www.gtlnc.org](http://www.gtlnc.org)

**SERVICIOS DE TRADUCCION**

Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 3 días de trabajo (72 horas) antes del evento. Por favor contacte a Juliann Miles, Secretary de la Mesa Directiva, por correo electrónico [Juliann.Miles@gtlnc.org](mailto:Juliann.Miles@gtlnc.org) para avisar al Concejo Vecinal."