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**EXECUTIVE COMMITTEE
AGENDA**

Tuesday, February 13, 2018 @ 6:30 PM
PACIFIC UNION BUILDING - 10154 Riverside Drive

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* ____ Richard McFalls, *Asst. Secretary*
____ Joanne Saliba, *Vice President* ____ Juliann Miles, *Secretary* ____

Non-Voting Guests: Jessica Mendoza, *Social Media Mgr*

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

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

a. Review and Approve January 9, 2018 Exec Minutes

MOTION A: Approve the GTLNC January 9, 2018 Exec Minutes as submitted.

FIRST: _____ **SECOND:** _____ **VOTE:** ___/___/___

b. Review and Approve January 16, 2018 Board Minutes

MOTION B: Approve the GTLNC January 16, 2018 Board Minutes as submitted.

FIRST: _____ **SECOND:** _____ **VOTE:** ___/___/___

c. Review and Approve February 20, 2018 Board Agenda

MOTION C: Approve the GTLNC February 20, 2018 Board Agenda.

FIRST: _____ **SECOND:** _____ **VOTE:** ___/___/___

d. Treasurer Report

- i. GTLNC Funding Dashboard Review
- ii. Review January 2018 MER

MOTION D: Approve the **January 2018 MER** and expenditures for reconciliation submission to the City Clerk.

FIRST: _____ **SECOND:** _____ **VOTE:** ___/___/___



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MOTION E: Approve the reimbursement of \$282.12 to Ryan Altoon for two personal charges to cover General Board refreshments in June 2017 (\$131.01) and November 2017 (\$151.11) meetings while the GTLNC purchase card was inactive.

FIRST: _____ SECOND: _____ VOTE: ___/___/___

- e. Administrative
- i. GTLNC Office Organization
 - ii. Social Media Program

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

6. **Close Meeting:**

Close Time ____ PM

7. **Next Meeting:** Tuesday, March 13, 2017 at 6:30pm – 10154 Riverside Drive Toluca Lake, CA 91602

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:

- Pacific Union Building (Community Kiosk), at the Southeast corner of Forman Avenue and Riverside Drive;
- 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>

THE AMERICAN WITH DISABILITIES ACT - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting you wish to attend by contacting Juliann Miles, Board Secretary via email at Juliann.Miles@gtlnc.org.

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: 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

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

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 para avisar al Concejo Vecinal."