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EXECUTIVE COMMITTEE MINUTES

Tuesday, October 8, 2019 @ 6:30 PM
10154 Riverside Drive

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

Start Time 6:31 PM

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

<u>X</u> Jason Friedman, <i>President</i>	<u>X</u> Arthur Wypchlak, <i>Treasurer</i>	<u>X</u> Kelly Cole, <i>Asst. Secretary</i>
<u>X</u> Richard McFalls, <i>Vice President</i>	<u>X</u> Juliann Miles, <i>Secretary</i>	

Arthur Wypchlak came in at 6:45pm

Non-Voting Guests: Lisa Cahan Davis, *Social Media Mgr*

Karen Winchell, Tony Carey, Katherine Hatton, & Joseph Roberts

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

Katherine Hatton: Doing a clean-up partnership. I will wait until that part on the agenda to discuss it in more detail. It is Sunday 10/20. We will meet at 8am at the Coffee Bean & Tea Leaf on 10121 Riverside Dr. It is next to Sharky's. It is recommend to dress in casual clothes and bring gloves. Alice is out of town. We have the form, and we will submit it to see if we can push the form through.

Jason Friedman: Let me know if you hit a road block. I can assist.

Katherine Hatton: We are going to assist Garden Club monetary wise to purchase trees. How do we do this?

Do we need to schedule another EAC meeting? A special meeting?

Juliann Miles: Special Meeting. Meeting prior to the general board meeting so you have quorum; Make sure it is at 6:30pm so you have plenty of time.

Katherine Hatton: I will be submitting that agenda tonight.

Juliann Miles: I would also look into contacting Los Angeles Dept of Sanitation. They give away free trees.

Caroline Menjvar: I am from the Mayor office; East Valley Area Representative; I have experience in and I am passionate about the Green New Deal, homelessness issues, and veteran issues; Census is a hot topic right now and that is something we are working on.

Juliann Miles: Will you be able to attend November's meeting?

Arthur Wypchlak: TOC is definitely a hot issue.

Richard McFalls: Homelessness is another big issue.

Caroline Menjvar: Monitoring whether the Federal Court will overturn whether it can enforce homelessness without having enough beds. This would allow the City to encourage individuals to enter housing or be subjected the law.

Juliann Miles: Would housing include projects like the one in NOHO.

Caroline Menjvar: Yes.

Juliann Miles: We usually have reps come and give an update. It allows community to give input and ask questions

Caroline Menjvar: I will attend after one of my other council meetings.

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

- a. Review and Approve GTLNC Executive Committee Minutes.



EXECUTIVE COMMITTEE
MINUTES
October 8, 2019



MOTION A: Approve the GTLNC July 9, 2019 Exec Minutes.

FIRST: Kelly Cole **SECOND:** Richard McFalls **VOTE:** 4 / 0 / 0

MOTION B: Approve the GTLNC September 10, 2019 Exec Minutes.

FIRST: Richard McFalls **SECOND:** Kelly Cole **VOTE:** 4 / 0 / 0

- b. Review and Approve GTLNC Board Minutes.

MOTION C: Approve the GTLNC September 17, 2019 Board Minutes and the GTLNC 10/15/19 Agenda as amended.

FIRST: Richard McFalls **SECOND:** Kelly Cole **VOTE:** 5 / 0 / 0

- c. Treasurer Report
- i. GTLNC Funding Dashboard Review
 - ii. Review September MER

MOTION D: Approve the **September 2019 MER and expenditures for reconciliation submission to the City Clerk.**

FIRST: Richard McFalls **SECOND:** Kelly Cole **VOTE:** 5 / 0 / 0

Check has been issued and is in holding a pattern.

Katherine Hatton: Environment has several projects that we would like to do. How do we receive more funds?

Arthur Wypchlak: Submit a proposal. We approved a budget at the beginning; we can always adjust.

Jason Friedman: Submit a proposal. We do have some flex. Come up with a proposal in committee. Bring them up to Exec. That way we can shift and discuss what that means. I am not saying no, I am saying that we have a limited budget.

MOTION E: GTLNC authorizes Jason Friedman to purchase July board meeting refreshments for \$179.03 and CERT expenses for \$17.95 while the GTLNC bankcard was inactive.

FIRST: Kelly Cole **SECOND:** Richard McFalls **VOTE:** 4 / 0 / 0

Jason Friedman is recusing himself because the motion is regarding the motion being a reimbursement to him.

Arthur Wypchlak: City attorney wants 2 motions. One to authorize a person to make those purchases and one to approve the purchase.

- d. Administrative

- i. Website Update
 - Jason Friedman: It is continually being updated. They have had a quick turn over time. The events page is not completed. The committees will be a new page. There will be quite a bit of info



-Kelly Cole: The suggested improvements are currently up on the drive. Katherine gets a huge applause for her hard work. Once everyone has had a chance to look at it and add things. It may be more comprehensive than TYS expected. Once we know what we want to have done, then I can break it down to action stages

-Jason Friedman: They are currently working on moving all of our minutes and past agendas.

ii. City Attorney Point Person

-Jason Friedman: Kelly suggested that we appoint a person.

-Kelly Cole: I am waiting to hear back from Freddy; It may have to come back to the President. No matter what, the City Attorney will send response to the President; I thought that it would be helpful to have Richard McFalls/ Gov Affairs to handle requests. He is going to look into it

iii. Communication Clarification (Brown Act & Ad Hoc)

-Kelly Cole: Ad hoc committee can't be people who are not in the committee. It has to be called a production Meeting. Or advisory committees.

-Jason Friedman: Does it matter quorum? You can't have more than quorum, correct?

-Tony Carey: What about us talking. Two people talking.

-Kelly Cole: As long as it not something that is influencing. Work production meeting is something that can be used.

-Jason Friedman: Can Fred forward that information?

-Katherine Hatton: This is something that can be included in the candidate pamphlet.

-Jason Friedman: In the bottom of the minutes, we will include that that this is not a transcript. These are the minutes to the best of our ability.

iv. Upcoming GTLNC Events:

Jason Friedman: 134 Ribbon Cutting 11/6 Flower Store

Halloween Bike Ride, 10/26

Clean Up 10/20

Turkey Trot 11/10: We can't do anything. We can hand out water. We can have a booth. We cannot share their marketing material

Kelly Cole: we cannot give them an n

Jason Friedman: This is one that we brought up last year. We asked what we can do. We can't be on their marketing material or share it

Holiday Open House: 12/6

Taste of Toluca/Earth Day: 4/19;

Katherine Hatton: 4/19 next time as one of the garden club clean up

v. Youth Board Interviews

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

Katherine: Bulletin Board across from Trader Joes needs to be updated.

Juliann: Please email me a reminder, and we will get that done.

6. **Close Meeting:**

Close Time __7:19__ PM

7. **Next Meeting:** Tuesday, November 12, 2019 at 6:30pm – 10154 Riverside Drive Toluca Lake, CA 91602



**EXECUTIVE COMMITTEE
MINUTES**
October 8, 2019



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- 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>

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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: 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

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