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EXECUTIVE COMMITTEE

Minutes

Tuesday, June 9, 2020 @ 6:30 PM

ZOOM – Meeting ID 986-2836-8338

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IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF GREATER TOLUCA LAKE NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ON ZOOM AND BE ACCESSIBLE TELEPHONICALLY.

Persons on the phone wishing to attend the Board telephonically may also dial (669) 900-9128, and enter the webinar ID number above and then press # twice to join the meeting. Instructions on how to sign up for public comments will be given to listeners at the start of the meeting.

1. Meeting Opening / Call to Order

Start Time 6:39 PM

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

X Jason Friedman, *President* X Arthur Wypchlak, *Treasurer* EX Kelly Cole, *Asst. Secretary*
X Richard McFalls, *Vice President* X Juliann Miles, *Secretary* _____

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

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

Katherine Hatton: Wants to know how to address situations when board members share rumors. A situation regarding a board member brought up a rumor during public safety. Wanted to know the guidance on responding to dangerous rhetoric. Felt that the board member's use of language put members of neighborhood in danger. It could cause members of the neighborhood to become overly suspicious of individuals they don't recognize. Is there a way to respond to tell people it is not ok to say things like that, especially coming from a board member.

Juliann Miles: It is something the board can discuss with Freddy. Refers to the previous board meeting and the divisive comments made from board members to stakeholders. Had a discussion with Freddy about the rules in our bylaws about how to conduct meetings and how board members should behave. Suggests reiterating that language at the beginning of board meetings and committee meetings to address that issue. Thinks it may be the best way to go.



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

- a. Review and Approve GTLNC Executive Committee Minutes.

MOTION A: Approve the GTLNC May 12, 2019 Exec Minutes.

Amendment: **FIRST:** Juliann Miles **SECOND:** Arthur Wypchlak **VOTE:** 4 / 0 / 0

Jason Friedman	Yes	Juliann Miles	Yes
Richard McFalls	Yes	Kelly Cole	Ex
Arthur Wypchlak	Yes		

Juliann Miles: Proposes amendment. Approve the GTLNC May 12, 2020 Exec Minutes as amended.

FIRST: Juliann Miles **SECOND:** Arthur Wypchlak **VOTE:** 4 / 0 / 0

Jason Friedman	Yes	Juliann Miles	Yes
Richard McFalls	Yes	Kelly Cole	Excused
Arthur Wypchlak	Yes		

- b. Review and Approve GTLNC Board Minutes and Agenda.

MOTION B: Approve the GTLNC May 19, 2020 Board Minutes.

FIRST: Richard McFalls **SECOND:** Arthur Wypchlak **VOTE:** 4 / 0 / 0

Jason Friedman	Yes	Juliann Miles	Yes
Richard McFalls	Yes	Kelly Cole	Excused
Arthur Wypchlak	Yes		

MOTION C: Approve the GTLNC May 26, 2020 Board Minutes.

FIRST: Arthur Wypchlak **SECOND:** Richard McFalls **VOTE:** / / /

Juliann Miles: Asks if Richard McFalls should abstain since he left during the meeting.

Jason Friedman: Believes that is the best thing to do.

Richard McFalls: Abstains because he left during the meeting

FIRST: Arthur Wypchlak **SECOND:** Juliann Miles **VOTE:** 3 / 0 / 1

Jason Friedman	Yes	Juliann Miles	Yes
Richard McFalls	Abstains	Kelly Cole	Excused
Arthur Wypchlak	Yes		



~~MOTION D: Approve the GTLNC June 16, 2019 Board Agenda as amended.~~ POSTPONED

FIRST: _____ SECOND: _____ VOTE: ____ / ____ / ____

Juliann Miles: Asks to table discussion on this motion. Needs further clarification regarding crafting the agenda for this meeting. Will reach out to Freddy for further clarification.

Jason Friedman: Agrees that this motion can be postponed, not tabled, and an additional meeting can occur to vote on this motion.

c. Treasurer Report

i. GTLNC Funding Dashboard Review

Arthur Wypchlak: Gives recap of amount in account at the end of April. States operational costs in May. Provides administrative costs for April and May as well as the Zoom credit. Provides the balance of account at the end of May.

Jason Friedman: Asks if Arthur needs more information on the credit for Zoom.

Arthur Wypchlak: Provides information regarding the Zoom credit. Emailed the City Clerk's office regarding this credit and how it will be processed.

ii. Review May MER

MOTION E: Approve the May 2020 MER and expenditures for reconciliation submission to the City Clerk.

FIRST: Jason Friedman SECOND: Richard McFalls VOTE: 4 / 0 / 0

Jason Friedman	Yes	Juliann Miles	Yes
Richard McFalls	Yes	Kelly Cole	Excused
Arthur Wypchlak	Yes		

Reynold Blight: Noticed City Clerk denied funding to WRT, the \$7500. Wants to know is this some technical issue that can easily be fixed or if there is a real problem.

Arthur Wypchlak: City Clerk wants to put WRT through the contract process. States this process takes awhile. Thinks this will be carried on to next year when they have a contract with WRT.

Jason Friedman: Asks if this is something that will be included in the encumbered funds.

Arthur Wypchlak: Yes

Reynold Blight: Thanks Arthur.

Arthur Wypchlak: Displays actuals from June 2019 until May 2020. Shows proforma and how we are going to end the year.

Goes through the costs in June one by one. Provides the end of the fiscal year available balance.

Jason Friedman: Ask if the available balance will be able to be rolled over.

Arthur Wypchlak: That is correct

Jason Friedman: Clarifies the amount to be encumbered and rolled over. Asks if there are any questions.



d. Administrative

i. Executive Board elections/majority of quorum

Jason Friedman: States Kelly Cole requested this to be on the agenda for discussion. Notes Kelly Cole was unable to attend for emergency purposes. Provides information regarding the officer terms and the number of individuals would mean re-titling it as an Exec/Board meeting.

Tony Carey: States Kelly brought this up. States that it would just be reclassifying this committee. Confirms that Freddy would be able to speak to it. States there is a solution.

ii. Bylaws update

Jason Friedman: Believes Reyn may be able to speak on this. States the bylaw window has closed. Speaks of other areas in bylaws that would need to be updated.

Reynold Blight: Wants to talk to Kelly and Joseph before getting back to Freddy. Doesn't want to change our bylaws to conform to City Councils. Wants to see if our bylaws can get grandfathered in or have latitude in their ordinance. Wants to explore this bit more.

iii. Website update

Jason Friedman: Talks about some of the small updates that have taken place on the website. Discusses future updates.

Katherine Hatton: Wants to have a clicker button to sign up for the newsletter on the website.

Jason Friedman: Agrees that it should be simple to sign up for the newsletter on the website. Gives information on Lisa being trained on how to do more on the website to accommodate this shift to being virtual.

Tess Taylor: Asks when meetings are going to in person again.

Jason Friedman: States it hasn't been discussed yet. Provides information regarding factors that may make in person meetings delayed and difficult at this time.

Tess Taylor: Wants an item regarding the board's Zoom meetings to be placed the on the next agenda. States that due to the fact that the meetings will be taking place virtually for some time, maybe something can be discussed regarding how these meetings are held and making these meetings a little more interactive.

Jason Friedman: Will check in with Freddy about how to make these meetings more interactive. States Freddy assisted in drafting the rules for virtual meetings. Discusses the obstacles facing interaction in these Zoom meetings.

iv. '19-'20 fiscal year spending and '20-'21 fiscal year budgeting

Jason Friedman: Mentions this is something that Kelly Cole wanted to add on to this agenda. Although he wasn't sure exactly what she wanted to discuss, wanted to mention that there is a possibility of the 20-21 fiscal year budget may be cut. Still waiting on updates regarding this.

Juliann Miles: Had a discussion with Freddy and states that there will be discussions that will continue in June regarding the budget. States that the cuts could be more than be previously discussed, and that the council should be prepared for that outcome.



Jason Friedman: Discusses the difficulties of planning for the next fiscal year based when the budget is still undetermined. States that the process for planning the budget and spending will remain even if the overall budget is reduced.

Tony Carey: Asks if during the next general board meeting a discussion can be had about the financials before voting on any motions.

Jason Friedman: Confirms with Tony that the Treasurer report take place at the beginning of the meeting.

Tony Carey: Confirms that is his request.

Jason Friedman: Agrees that doing the Treasurer report at the beginning of the meeting is a good idea.

Juliann Miles: Discusses the order of the general board meeting, and states that the Treasurer report is done at the beginning of the meeting.

~~MOTION F: Approve a 2020 NPG for LAUSD: Office of School Wellness Programs up to \$4000.00 for All Kids Bike Kindergarten PE Program.~~

~~FIRST: Juliann Miles SECOND: Jason Friedman VOTE: / /~~

Juliann Miles: Discusses that this was an NPG she received. Wanted to see if this is something the Board is interested in. If the board is interested in looking into, which committee would like to look into this request. Wasn't sure if this is something that would be best suited for Exec but thought this was something that should be discussed.

Jason Friedman: Wasn't sure if Exec was the best suited committee for this NPG. Asked if there were any time restrictions on this NPG.

Juliann Miles: Discussed the details of the application and suggested placing this item on the General Board agenda to see if there was a committee that may be interested in investigating this NPG in further detail.

Katherine Hatton: Wasn't sure if this was something that we use to spend the last of the budget, but suggested that if this was a grant to get kids to learn how to bike, that the Environmental Affairs committee would be interested in investigating this NPG further. Discussed how this motion would fold into EAC's goal to encourage people into using alternative modes of transportation.

Juliann Miles: States she can put Katherine in contact with the applicant and that this could be something EAC can investigate and present to the Board.

Katherine Hatton: Wondered if there wasn't reason Exec wouldn't take this NPG on.

Juliann Miles: States that this is one of the many requests she receives. She reiterates about how this is something she wanted to see if there was any interest in. Explains again, that any committee can take this on, including Exec, she just wanted to see if there was any interest. Adds that if the board is interested and wants Exec to take this NPG on, it would. Explains that it just requires someone to investigate the request and keep up communications with the applicant.

Katherine Hatton: Asks questions regarding when the fiscal year ends and whether this NPG would be included in the 19/20 fiscal year?

Juliann Miles: States the fiscal year has already ended, suggest that this is something that would more than likely be coming out of next year's fiscal year, but indicated it could possibly be encumbered. Explains that this may be a matter that Arthur would be able to provide more information on.

Arthur Wypchlak: Explains what the City Clerk requirements are regarding NPGs.



Katherine Hatton: Asks when the next year fiscal year begins.

Arthur Wypchak: Provides that date.

Jason Friedman: Confirms this information.

Juliann Miles: States that information regarding this NPG will be passed onto EAC chairs Katherine and Hannah.

Jason Friedman: Reiterates that Exec receives several NPGs and that they are dispersed to committees for a deeper dive. Agrees this NPG seems like a good fit for EAC. Confirms motion will be moved on to Environmental Affairs.

This motion is passed onto Environmental Affairs

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

Juliann Miles: Received a CIS regarding COVID. Inquired on which committee would be best suited to investigate and present this CIS. Suggest Outreach or Public Safety.

Jason Friedman: Suggest Kelly as the best person to look into this because she is the co chair of Outreach and Chair of the COVID Ad Hoc committee.

Juliann Miles: States she will pass this on to Kelly to see if this is something the ad hoc committee would be interested in.

****CIS Covid19 is being passed on to the Covid19 adhoc committee.****

Arthur Wypchak: Will attend Budget Advocate's Budget Day as a representative for GTLNC.

Jason Friedman: Thinks this is a good idea. Suggest that Arthur may be able to join as a second budget advocate representative.

Juliann Miles: Reminds members of the committee that another meeting will need to be had to approve the agenda.

6. **Close Meeting:**

Close Time 7:25 PM

Next Meeting: Tuesday, July 14, 2020 at 6:30pm – Zoom Meeting ID 986-2836-8338

****THESE ARE MINUTES AND NOT A TRANSCRIPT****

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