



**MINUTES**  
**EXECUTIVE/ BOARD MEETING**  
 October 13, 2020  
 6:30pm  
[ZOOM – Meeting ID 979-4137-2867](https://zoom.us/j/97941372867)



**To join the Meeting**  
 Zoom Meeting Online or by Telephone  
 Enter This Webinar ID 979-4137-2867  
 Dial (669) 900-6833 and enter/dial 979-4137-2867 and # (pound)

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.

EXECUTIVE COMMITTEE			X = Present, AB = Absent, EX = Excused		
X	Jason Friedman	PRESIDENT	X Robyn Allyn	SECRETARY	attendance: 8
X	Juliann Miles	VICE PRESIDENT	X Katherine Hatton	ASST. SECRETARY	
X	Arthur Wypchlak	TREASURER			

**MEETING AGENDA:**

Topic		Responsible Person																
1.	6:34pm Meeting Opening / Call to Order -(recorded)	Jason Friedman, <i>President</i>																
2.	Open Public Forum - (Two (2) Minutes per Speaker) <i>No Public comments</i>																	
3.	Board Member News and Announcements - (Two (2) Minutes per Speaker) <i>Arthur: financial trained with Clerk's office, wants to be in loop with any events going on.</i>																	
4.	Minutes & Agendas <i>(One (1) Minute per Speaker, per Agenda Item Allotted)</i>	Jason Friedman, <i>President</i>																
	a.) Review and Approve GTLNC Executive Committee Minutes.  <b>MOTION A: Approve the GTLNC September 8, 2020 Exec Minutes.</b>  <table border="1"> <tr> <td><i>Jason Friedman</i></td> <td><i>Y</i></td> <td><i>Robyn Allyn</i></td> <td><i>Y</i></td> </tr> <tr> <td><i>Juliann Miles</i></td> <td><i>Y</i></td> <td><i>Katherine Hatton</i></td> <td><i>Y</i></td> </tr> <tr> <td><i>Arthur Wypchlak</i></td> <td><i>Y</i></td> <td></td> <td></td> </tr> </table> <p>Y- Yes    N- No    I- Ineligible            A- Abstain    R- Recusal    E- Excused</p> <b>MOTION B: Approve the GTLNC September 15, 2020 General Board Minutes.</b>  <table border="1"> <tr> <td><i>Jason Friedman</i></td> <td><i>Y</i></td> <td><i>Robyn Allyn</i></td> <td><i>Y</i></td> </tr> </table>	<i>Jason Friedman</i>	<i>Y</i>	<i>Robyn Allyn</i>	<i>Y</i>	<i>Juliann Miles</i>	<i>Y</i>	<i>Katherine Hatton</i>	<i>Y</i>	<i>Arthur Wypchlak</i>	<i>Y</i>			<i>Jason Friedman</i>	<i>Y</i>	<i>Robyn Allyn</i>	<i>Y</i>	<b>VOTE: <u>  5  </u> / <u>  0  </u> / <u>  0  </u></b> <i>First: Katherine</i> <i>Second: Juliann</i>  <b>VOTE: <u>  4  </u> / <u>  0  </u> / <u>  1  </u></b> <i>First: Robyn</i> <i>Second: Arthur</i>
<i>Jason Friedman</i>	<i>Y</i>	<i>Robyn Allyn</i>	<i>Y</i>															
<i>Juliann Miles</i>	<i>Y</i>	<i>Katherine Hatton</i>	<i>Y</i>															
<i>Arthur Wypchlak</i>	<i>Y</i>																	
<i>Jason Friedman</i>	<i>Y</i>	<i>Robyn Allyn</i>	<i>Y</i>															



**MINUTES**  
 EXECUTIVE/ BOARD  
 MEETING  
 October 13, 2020  
 Page 2 of 4



<i>Juliann Miles</i>	<i>Y</i>	<i>Katherine Hatton</i>	<i>A</i>
<i>Arthur Wychlak</i>	<i>Y</i>		

Y- Yes  
 A- Abstain  
 N- No  
 R- Recusal  
 I- Ineligible  
 E- Excused

**MOTION C: Approve the GTLNC October 20, 2020 General Board Agenda.**

<i>Jason Friedman</i>		<i>Robyn Allyn</i>	
<i>Juliann Miles</i>		<i>Katherine Hatton</i>	
<i>Arthur Wychlak</i>			

Y- Yes  
 A- Abstain  
 N- No  
 R- Recusal  
 I- Ineligible  
 E- Excused

***Katherine Hatton:*** proposed amending to add motions for Planning & Land Use, & Outreach. Add bullet points to General Board agenda.

**PLANNING & LAND USE:**

*PLUM committee members: "Project Planning 101" LA City Planning training webinar requirement*

**OUTREACH:**

*MOTION C: Approve the Election Information Work Sheet as requested by the City Clerk of Los Angeles, in preparation for the May 11, 2021 Neighborhood Council Election.*

*Discussion to amend General Board agenda.*

***Jason Friedman:*** moves to approve amended items.

***VOTE:***  
*First: Juliann*  
*Second: Robyn*

**MOTION C: Approve the GTLNC October 20, 2020 General Board Agenda as suggested.**

<i>Jason Friedman</i>	<i>Y</i>	<i>Robyn Allyn</i>	<i>Y</i>
<i>Juliann Miles</i>	<i>Y</i>	<i>Katherine Hatton</i>	<i>Y</i>
<i>Arthur Wychlak</i>	<i>Y</i>		

Y- Yes  
 A- Abstain  
 N- No  
 R- Recusal  
 I- Ineligible  
 E- Excused

***VOTE:***   5  /  0  /  0    
*First: Juliann*  
*Second: Robyn*

**MOTION C: Approve the GTLNC October 20, 2020 General Board Agenda as amended.**

<i>Jason Friedman</i>	<i>Y</i>	<i>Robyn Allyn</i>	<i>Y</i>
<i>Juliann Miles</i>	<i>Y</i>	<i>Katherine Hatton</i>	<i>Y</i>
<i>Arthur Wychlak</i>	<i>Y</i>		

Y- Yes  
 A- Abstain  
 N- No  
 R- Recusal  
 I- Ineligible  
 E- Excused

***VOTE:***   5  /  0  /  0    
*First: Juliann*  
*Second: Robyn*



**MINUTES**  
 EXECUTIVE/ BOARD  
 MEETING  
 October 13, 2020  
 Page 3 of 4



<b>5.</b>	<b>Treasurer Report</b> <i>- (One (1) Minute per Speaker, per Agenda Item Allotted)</i>	Arthur Wypchlak, <i>Treasurer</i>												
	<b>MOTION D: Approve the September 2020 MER and expenditures for reconciliation submission to the City Clerk.</b>  <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;"><i>Jason Friedman</i></td> <td style="text-align: center; padding: 2px;">  Y</td> <td style="padding: 2px;"><i>Robyn Allyn</i></td> <td style="text-align: center; padding: 2px;">  Y</td> </tr> <tr> <td style="padding: 2px;"><i>Juliann Miles</i></td> <td style="text-align: center; padding: 2px;">  Y</td> <td style="padding: 2px;"><i>Katherine Hatton</i></td> <td style="text-align: center; padding: 2px;">  Y</td> </tr> <tr> <td style="padding: 2px;"><i>Arthur Wychlak</i></td> <td style="text-align: center; padding: 2px;">  Y</td> <td></td> <td></td> </tr> </table> <p style="font-size: small; margin-top: 10px;">Y- Yes                                      N- No                                      I- Ineligible  A- Abstain                                    R- Recusal                                E- Excused</p>	<i>Jason Friedman</i>	Y	<i>Robyn Allyn</i>	Y	<i>Juliann Miles</i>	Y	<i>Katherine Hatton</i>	Y	<i>Arthur Wychlak</i>	Y			<b>VOTE:</b> <u>  5  </u> / <u>  0  </u> / <u>  0  </u> <i>First: Juliann</i> <i>Second: Robyn</i>
<i>Jason Friedman</i>	Y	<i>Robyn Allyn</i>	Y											
<i>Juliann Miles</i>	Y	<i>Katherine Hatton</i>	Y											
<i>Arthur Wychlak</i>	Y													
<b>6.</b>	<b>On-Going Business</b> <i>(One (1) Minute per Speaker, per Agenda Item Allotted)</i>	Jason Friedman, <i>President</i>												
	<i>Jason: N/A</i>													
<b>7.</b>	<b>New Business: News, announcements, topics of discussion</b> <i>(One (1) Minute per Speaker, per Agenda Item Allotted)</i> <ul style="list-style-type: none"> <li>● <b>Missing Committee Minutes</b>  <i>Katherine Hatton: GTLNC missing minutes were discussed and asked by Katherine Hatton to assume unavailable.</i></li> <li>● <b>Funding Requests</b>  <i>Jason Friedman: questionnaire for committee chairs/board members to file to President/Board before asking for funding. Thank you Juliann Miles, Lisa (TYS) &amp; Katherine Hatton for creating.</i></li> </ul>	Jason Friedman, <i>President</i>												
<b>8.</b>	<b>6:59pm Meeting Adjourned</b>	Jason Friedman, <i>President</i>												
<b>Next meeting: Tuesday, November 10, 2020 – via Zoom</b>														

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** The public is requested to dial \*9, when prompted by the presiding officer, 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:

- Discovery Store (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>

**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 Robyn Allyn, Board Secretary via email at [Robyn.Allyn@gtlnc.org](mailto:Robyn.Allyn@gtlnc.org).



**MINUTES**  
EXECUTIVE/ BOARD  
MEETING  
October 13, 2020  
Page 4 of 4



**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](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 Robyn Allyn, Board Secretary via email at [Robyn.Allyn@gtlnc.org](mailto:Robyn.Allyn@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 Robyn Allyn, Secretary de la Mesa Directiva, por correo electrónico [Robyn.Allyn@gtlnc.org](mailto:Robyn.Allyn@gtlnc.org) para avisar al Concejo Vecinal."