

CITY OF LOS ANGELES

CALIFORNIA

BOARD OF NEIGHBORHOOD COMMISSIONERS

KAREN MACK
PRESIDENT

LEONARD SHAFFER
VICE PRESIDENT

JOY ATKINSON
LYDIA GRANT
VICTOR MEDINA
OLIVIA RUBIO

JANET LINDO
EXECUTIVE ADMINISTRATIVE ASSISTANT
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ERIC GARCETTI
MAYOR

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NEIGHBORHOOD EMPOWERMENT

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GRAYCE LIU
GENERAL MANAGER

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LA – 32 NEIGHBORHOOD COUNCIL

General Meeting of the Board

Wednesday, June 4, 2014

6PM

El Sereno Senior Citizens Center

4818 Klamath Place, Los Angeles, CA 90032

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.

The agenda's for the Board' meetings are posted for public review at the following locations: El Sereno Library, 5226 Huntington Drive So., LA, CA 90032; El Sereno Senior Citizens Center, 4818 Klamath Place, LA, CA 90032; El Sereno Recreation Center, 4721 Klamath St., LA, CA 90032; Rose Hills Recreation Center, 4530 Mercury Avenue, LA, CA 90032; and CSULA, 5151 State University Drive, LA, CA 90032.

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, assisted listening devices, or 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 by contacting Department of Neighborhood Empower, at (213) 978-1551 or toll-free at 311.

In compliance with Government Code section 54957.5, non-exempt writings that are distributed to a majority or all members of the Board in advance of a meeting, may be viewed at the Neighborhood Council meeting or on the Neighborhood Council website by clicking or visiting la32nc.org

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 días de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 978-1551.

1. Welcome and Roll Call
2. General Public Comment- The public may provide comments to the board on non-agenda items within the Neighborhood Council's subject matter jurisdiction. However, please note that under the Brown Act, the board is prevented from acting on the issue you bring to its attention until the matter is agendaized for discussion at a future public meeting. (Limited to 2 minutes per speaker.)
3. Discussion and possible action – approval of the minutes for the General Meeting of the Board held on Wednesday, May 7, 2014.
4. Treasurer's Report regarding LA 32 finances. Discussion and possible action – approval of the LA 32 NC Monthly Expenditure Report for February 2014; the LA 32 NC monthly Expenditure Report for March 2014; the LA 32 NC Monthly Expenditure Report for April 2014; and the LA 32 NC Monthly Expenditure Report for May 2014
5. Discussion and possible action regarding the appointment and ratification of Standing Committee members for the LA 32 Standing Committees listed on pg. 12, ARTICLE VII COMMITTEES AND THEIR DUTIES, Section 1: A-F of the LA 32 Bylaws. When appointing and ratifying committee members, the board will follow the process outlined in the LA 32 Bylaws, ARTICLE VII COMMITTEES AND THEIR DUTIES
 - 3: Committee Creation and Authorization - In an effort to increase community participation, committee members need not be Directors, but must be Stakeholders of LA-32 NC. Only those Committee members who are Directors are eligible to serve as Chairs of a committee.
 - A. With the exception of the Executive Committee, the President shall appoint three (3) Committee Members for each committee to be ratified by the Board. The President will have the power to remove members from any committee.
 - B. Standing Committees shall be comprised of at least one (1) Director and may include any Stakeholders. Ad Hoc Committees shall be comprised of less than a quorum of Directors and may include any interested Stakeholders.

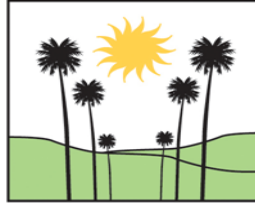
Note: Due to time concerns, we prefer to appoint five committees at this meeting; the next five will be appointed at the next meeting. We have prioritized them as follows: **Budget and Finance; Land Use; Education; Business and Economics; and Outreach**
6. Discussion and possible action regarding the appointment of Committee Chairs to be chosen from the Standing Committee members for the LA 32 Standing Committees listed on pg. 12, ARTICLE VII COMMITTEES AND THEIR DUTIES, Section 1: A-F of the LA 32 Bylaws.

In the interest of time, we prefer to appoint five committees chairs at this meeting and the next five at the next meeting. We have prioritized the first five committee chairs as follows:

Budget and Finance; Land Use; Education; Business and Economics; and Outreach

7. Discussion and possible action regarding the LA-32 posting location(s) with clarification by Department staff on the newly approved Board of Neighborhood Commissioners (Commission) policy – Neighborhood Council Agenda Posting Requirements and the LA-32 posting locations.
8. Discussion and possible action on steps to retrieve from previous board members any and all material, information, equipment and items belonging to the LA 32 NC.
9. Discussion and possible action regarding selection of dates and location for the upcoming LA 32 Board Retreat and suggestions for topics.
10. Discussion and possible action regarding the LA 32 operational expenses. These operational expenses are all included in a list cited as Attachment A. The operational expenses will be paid with the LA 32 NCs funds that remain.
11. Discussion and possible action to appoint a Bylaws Committee Chair. Per the LA-32 Bylaws, a committee chair must be a Director on the board. The bylaws Committee was previously established without a chair.
12. Report, recommendations and discussions from the LA-32 Bylaws Committee
13. Adjournment

*Please note that in order to be able to vote on any of these items, Board members are required to have taken the Ethics and Funding Trainings.

EXECUTIVE COMMITTEEMARLEEN FONSECA
*PRESIDENT*KAPRISHA VALLECILLO
*VICE-PRESIDENT*MICHELLE CORZANTES
*TREASURER*RAYMOND DIAZ
*RECORDING SECRETARY*JESSICA ALVARENGA
*CORRESPONDING SECRETARY***CITY OF LOS ANGELES
CALIFORNIA****LA-32**
Neighborhood Council**LA-32 HISTORIC
NEIGHBORHOODS**

EL SERENO

EMERY PARK

HILLSIDE VILLAGE

ROSE HILLS

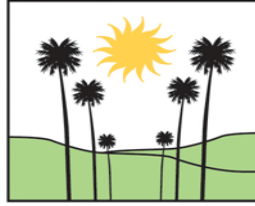
SIERRA PARK

UNIVERSITY HILLS

Wish list

Meeting Date: June 4, 2014

	Item	Brief description of use	Up to dollar amount
A	Canon Camera & tri-pod	Pictures of LA32 meetings, events ,web site, face book, etc	\$1,300.00
B	Digital camcorder Tri-pod	Record and post meetings	\$1,500.00
C	Projector & screen	For use at LA32 meeting, presentations, etc...	\$ 1,000.00
D	4 laptops and office program	For Vice-president, Treasurer, Recording Secretary and Corresponding Secretary to perform administrative duties.	\$1, 900.00
E	Sound system that has 2 speakers, 2 tri-pots & wireless microphones, a mixer, cables	For use at LA32 meeting, presentations.	\$ 1, 800.00
F	1 timer /stop clock	To track timed comments	\$200.00
G	Voice recorder	Record meeting for minutes preparation	\$200.00
H	18 Name plaques	To place in front of board members seats at meetings so stakeholders can identify	\$400.00
I	Business cards for all 18 board members	Double sided with City of L.A. seal, and name of member and LA32 email.	\$2,300.00
J	2 Coffee pot of 40 cups	For stake holders at the meetings & events	\$120.00
K	Canon ink jet printer	To print all materials and keep on hand at meetings	\$200.00
L	Ink for printer	Refill	\$200.00

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EL SERENO

EMERY PARK

HILLSIDE VILLAGE

ROSE HILLS

SIERRA PARK

UNIVERSITY HILLS

Wish list

Meeting Date: June 4, 2014

	Item	Brief description	Up to dollar amount
	Office supplies 1 inch three ring binder for 18 board member	For each board member to to keep all pertinent records and documents.	\$40.00
N	Office Supplies Alphabetical dividers Monthly dividers Numerical dividers Dividers Plastic inserts	For Treasurer's paperwork	\$40.00
O	Office supplies Calculator, paid stamp, filed stamp,	For Treasurer's paperwork	\$50.00
P	1 copy of paper back book Webster's New World Robert's rules of Order Simplified & Applied Second edition For each board member	Reference material for board members	\$250.00
Q	1 Monthly calendar 2014 to 2015 1 Monthly planner 2014 to 2015 1 wall calendar 2014 to 2015 For the treasurer to adminis- trate the finances		\$50.00
R	18 monthly planners 2014- 2015	For 18 board members	\$180.00
		Grand total	\$11,730.00

CASH Status Analysis						
Category Identifier	Budget Category	Budget (A)	Cash Deposited to Date (B)	Uncommitted Balance	Cash Spent to date (D)	Cash In-Bank Remaining
100	Operations			\$0.00		\$0.00
200	Outreach			\$0.00		\$0.00
300	Community Improvement			\$0.00		\$0.00
400	NPG			\$0.00		\$0.00
500	Elections			\$0.00		\$0.00
	TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

NEIGHBORHOOD COUNCIL CERTIFICATION	
<p>We, Michelle Corzantes (Treasurer Name) and Sasha Perez(Signer Name), declare that we are the Treasurer and Signer, respectively of the LA32 Neighborhood Council (NC) and that on _____ (date adopted), a Brown Act noticed public meeting was held by the _____ NC with a quorum of _____ (number) board members present and that by a vote of _____(number) yes, _____ (number) no, and _____(number) abstentions the _____ NC adopted the Monthly Expenditure Report for the month of _____ (month), _____ (year).</p>	
Treasurer Signature	Signer's Signature
Print Name Michelle Cozantes	Print Name Sasha Perez
Date 4-Jun-14	Date 4-Jun-14
NC Additional Comments	



CASH STATUS ANALYSIS

Number	Budget Category	Budget (A)	Cash Received For This Month (B)	Cash Spent for the Month (C)	Budget Balance Available (D) (A - B - C)
100	Operations				
200	Outreach				
300	Community Improvement				
400	NPG				
500	Elections				
	TOTAL	0	0	0	0
			Less Cash Balance From Prior Month		
			Approved Cash Release by Empowerment		

NEIGHBORHOOD COUNCIL CERTIFICATION

We, _____ (Treasurer Name) and _____ (Signer Name), declare that we are the Treasurer and Signer, respectively of the _____ Neighborhood Council (NC) and that on _____ (date adopted), a Brown Act noticed public meeting was held by the _____ NC with a quorum of _____ (number) board members present and that by a vote of _____ (number) yes, _____ (number) no, and _____ (number) abstentions the _____ NC adopted the Monthly Expenditure Report for the month of _____ (month), _____ (year).

Treasurer Signature		Signer's Signature	
Print Name		Print Name	
Date		Date	
NC Additional Comments			



CASH STATUS ANALYSIS

Number	Budget Category	Budget (A)	Cash Received For This Month (B)	Cash Spent for the Month (C)	Budget Balance Available (D) (A - B - C)
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200	Outreach				
300	Community Improvement				
400	NPG				
500	Elections				
	TOTAL	0	0	0	0
			Less Cash Balance From Prior Month		
			Approved Cash Release by Empowerment		

NEIGHBORHOOD COUNCIL CERTIFICATION

We, _____ (Treasurer Name) and _____ (Signer Name), declare that we are the Treasurer and Signer, respectively of the _____ Neighborhood Council (NC) and that on _____ (date adopted), a Brown Act noticed public meeting was held by the _____ NC with a quorum of _____ (number) board members present and that by a vote of _____ (number) yes, _____ (number) no, and _____ (number) abstentions the _____ NC adopted the Monthly Expenditure Report for the month of _____ (month), _____ (year).

Treasurer Signature		Signer's Signature	
Print Name		Print Name	
Date		Date	
NC Additional Comments			



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	TOTAL	0	0	0	0
			Less Cash Balance From Prior Month		
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NEIGHBORHOOD COUNCIL CERTIFICATION

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Treasurer Signature		Signer's Signature	
Print Name		Print Name	
Date		Date	
NC Additional Comments			