



**CITY OF  
LOS ANGELES**



**OFFICERS**

**ROB GLUSHON  
PRESIDENT**

**LAURIE KELSON  
VICE-PRESIDENT**

**JESSE WOODS  
TREASURER**

**SHELLEY RIVLIN  
SECRETARY**

**GERALD R. SILVER  
SERGEANT AT ARMS**

**CITY OF LOS ANGELES ENCINO NEIGHBORHOOD COUNCIL**

**Proposed Minutes  
EXECUTIVE COMMITTEE MEETING**

7:00 PM TUESDAY, NOVEMBER 13, 2007  
AT COUNCIL OFFICE, 4933 BALBOA B LVD.  
IN CHAMBER CONFERENCE ROOM

1. Call to Order, Roll Call: Present: All officers, Rob Glushon, Jerry Silver, Jesse Woods, Laurie Kelson, Shelley Rivlin and Diane Rosen and Jean Strauber at-large and Sharon Brewer . Determination of a Quorum.
2. Approval of October 9, 2007 Minutes as amended (Add names of Sharon Brewer and Greg Martayan as attended Item 1. Amend Item 8.D to acknowledge food service by Ate- 1-8. Adjust items to E and F accordingly)
3. President's Report - newsletter posted thanks to Mr. Woods. Eleven thousand copies at mailing house, for Friday distribution to homes. Insert for "Encino Sun" on Saturday, Nov. 24 prior to meeting. Intent is to budget for more households. Extras available for distribution by individuals. Increase of distribution to be addressed by Outreach comm. report 11/28.
4. Report from Vice-President on Committees - Ms.Kelson has compiled a list of committees. Election comt. with Peter Noce as chair to include Mr. Glushon , More members needed. Transportation - Greg Martayan to be vice chair. Add Ken Firoozmand Dept head of West Valley DoT on 11/28 agenda. All chairs are in place. Louis will help with hospitality. Mr. Glushon noted that all standing committee dates are functioning well. He requests that other comts. schedule a mtg. at least by month of Jan. Parks and Rec could use more people. Pitch at 11/28.
5. Report from Treasurer (Woods) – donation for Station 83 LAFD in planning. Referred to Item 7, Appropriation of funds for new PA at Encino Community Center – Not to exceed \$500. With trade-in value on old system. \$490 will purchase new amplifier replacement unit in time for 11/28. So moved by Mr. Woods 2<sup>nd</sup> by Ms. Strauber. Passed unanimously. Any incidental costs will come to Dec. exec committee
6. Report on Council vacancies to be filled - Secretary has received 2 applications to be voted at Nov. mtg. Parliamentarian to review protocol for elections when there is only one candidate.

8. Setting of 11-28-07 Council Agenda:

A. Speaker: Rita Robinson, General Manager of LA Dept of Transportation and Ken Firoozmand. Thanks to Ms. Kelson and Councilman assistance in scheduling DoT. Encourage Ken to bring staff to address local issues. Format to include addressing main issues and stakeholder comments.

B. In-N-Out Burger Meals and Logistics – Truck will park in back by the aud doors. South door will lead out to truck, and northern door to re-enter building. About 6 board members/alts stationed at entrance to handle forms of participants” info and hand out ticket stub for food service. Comm. chairs solicit participation. By 6:00 set up card tables with chairs. Service at 6:30. Meeting at 7:30. Board members seated on stage.

C. Committee Reports - Chairs need to provide reports in writing by Fri. 11/23 for posting to November meeting.

1. Finance - mtg. 11/13. Mr. Woods to attend.

2. Planning and Land Use - mtg. 11/14

3. Outreach -

4. Public Safety – met today.

5. Bylaws -

6. VNY Airport – meets 11/19

7. Education - mtg. 11/18

8. Traffic -

9. Parks, Recreation & Open Spaces -

D. Other items for Council consideration - none

9. Public Comments on non-agenda items within the Board’s jurisdiction are limited to two minutes per speaker unless extended by President – Mr. Silver as Sergeant at Arms asked for clarification on use of timer to pace meeting agenda. It was decided that the role of chair needs discretion to set limits including public comment and board comment.

10. Board Member Comments on subject matters within the Board’s jurisdiction – Orientation Meeting included 1 new board member, 6 veterans. Documentation that was distributed should be in all notebooks. Next planned for January.

Ms. Kelson raised the issue of correcting September 26, minutes at Nov. meeting re: item 12 (“Traffic, Noted that \$1000 has been approved on Consent Calendar”)

11. New Business – no reports

A. Next Executive Committee meeting: Tuesday, 12-11-07

B. January 24, 2007 ENC meeting

Adjourned at 8:30 p.m,

Respectfully Submitted, Shelley Rivlin