



Officers

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**KEN SILK**  
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**JOHN ARNSTEIN**  
Treasurer  
**KATHY MOGHIMI-PATTERSON**  
Sergeant at Arms

APPROVED MINUTES  
ENCINO NEIGHBORHOOD COUNCIL  
Executive Committee Meeting  
Wednesday, March 13, 2013

Location: Encino Community Center, Back Craft Room, 4935 Balboa Blvd., Encino

Present: Executive Committee Members: Glenn Bailey, Kathy-Moghimi Patterson, Todd Rubenstein, John Arnstein and Kenneth Silk (to wit all the members). Board Member Sharon Brewer was also present. Todd Rubinstein left around 9:40 P.M. during discussion of Item 8.

1.0 CALL TO ORDER The meeting was called to order at 7:10 P.M. and it was determined that a quorum was present.

2.0 APPROVAL OF MINUTES The Minutes of the last Executive Committee meeting held on February 13, 2013 was distributed and motion to approve the minutes was made, seconded and adopted without opposition.

3.0 CONFIRMING OLD BUSINESS FROM PRIOR BOARD MEETINGS

3A BUSINESS CARDS Glenn referred to picking up business cards and thanked Kathy and John for their work in obtaining the cards. Kathy noted that two members who did not initially request cards subsequently requested them and that the cost per card is reduced by the number of orders. There was a consensus at the March meeting to ask if additional members want cards.

3 B BONC BEST PRACTICES QUESTIONNAIRE Glenn stated he did not receive any further comments on the previously prepared response to the BONC Best Practice Questionnaire and would be transmitting the ENC response. Glenn stated he believed the Questionnaire was regularly requested so it could be considered early for the next request.

3 C POSTING REQUIREMENT There was a discussion of potential posting sites and the problems with some sites due to unwillingness to allow posting, lack of adequate posting facility and inability to arrange for posting by transmittal of a fax. A motion was for posting on an interim basis at the Walgreens Store, 16100 Ventura Bl. (at Woodley Ave.) with committee chairs responsible for arranging posting at that location was made by Kathy Moghimi-Patterson,

seconded by John Arnstein and adopted unanimously. It was stated that the Standing Rules should be amended to reflect this posting location.

3D BOARD WORKSHOP Glenn referred to the problem in confirming the requested location on April 27<sup>th</sup>. If the Workshop was held in the afternoon instead of the morning it could be held at the Woman's Club. It was suggested that there be a vote of the members at the March meeting regarding possible change of location and time of the Workshop. It was also noted that a workshop in the morning of April 27<sup>th</sup> would conflict with the VANC Candidate Forum.

#### 4.0 AGENDA ITEMS FOR MARCH GENERAL MEETING

4A BUSINESS MATTERS It was previously agreed that at the March meeting there would be a reference to obtaining more business cards, information about the new posting and a vote on changing the location of the workshop. Later in the meeting it was agreed that the March meeting would consider expending up to \$1,100 for computer replacement and recommending neighborhood council elections in Spring 2014 at no cost to the Neighborhood Councils.

4B SPEAKERS There was discussion about the a program. There was a consensus to invite re-elected City Councilmember Koretz. Glenn referred to the recent appointment of Captain Pratt as head of the LAPD Valley Traffic Division with duties including work in connection with speeding, auto theft and stop signs. There was also a consensus that Pratt speak in March (if Councilman Koretz is not available) or later. (if Councilman Koretz is able to speak in March). It was recognized that the Traffic Committee should be consulted regarding Captain Pratt.

5.0 PRESIDENT'S REPORT Glenn reported on the following:

5A VACANCIES Glenn stated there were no new vacancies or applications but there has been an expression of interest for Condo/Apartment Alternate.

5B NC OFFICE SPACE. TELEPHONE, COMPUTER There was an update on obtaining ENC office space, but a suggestion of the Van Nuys City Hall was deemed not appropriate because the By-Laws require meetings within the ENC's borders. John discussed a telephone number change and resultant problems. It was reported that Jesse Woods had a technician check the computer and there was no objection to John Arnstein's request that the March agenda include to the consideration of authorizing up to \$1,100 for replacement of the ENC office computer.

5C WEBSITE NAME There was a consensus to retain the number EncinoNC.com URL.

5D MAYOR'S BUDGET SURVEY Glenn reported only three ENC members and 45 Encino stakeholders had responded to the Mayor's budget survey as of the last report.

5E BONC NC PLAN REVIEW VALLEY AREA COMMITTEE Glenn reported the Valley Area Committee meeting would meet on March 16th and consider funding, grants and donations.

5F COMMUNITY IMPACT STATEMENT Glenn reported filing a Community Impact Statement for Assemblyman Blumenthal's Bill AB 22 voted on at the February meeting.

5G REGIONAL BUDGET DAY Glenn encouraged attendance at this March 16<sup>th</sup> event.

5H 2013 SENIOR SYMPOSIUM Glenn stated the ENC contribution for its co-sponsorship of the 2013 Senior Symposium had been paid and he would be sending an E-blast about the event. He also stated the Outreach Committee would arrange for staffing an ENC booth.

5I VANC RUNOFF CANDIDATE FORUM Glenn referred to an April 27<sup>th</sup> morning forum of the city wide candidates in the May 21<sup>st</sup> runoff election and the need to publicize the event.

5J NC ELECTION PROPOSAL Glenn referred to alternate City proposals regarding the next neighborhood council elections, to wit elections in Spring 2014, later in Fall 2014, or in Spring 2015 with the City Clerk assisting DONE with the election if it were held in Spring 2014. There was a consensus that having the election in Spring was the best time, but opposition to the proposal that Neighborhood Councils would have to pay 20% of their budget for the election. Glenn stated that a response was due prior to the next general meeting. A motion made by John Arnstein, seconded by Kathy Moghimi-Patterson and adopted unanimously to inform the City that the Executive Committee recommends having elections in Spring 2014 at no cost to Neighborhood Councils and recommend as a consent item that the Board agree to this proposal at the March meeting.

6.0 VICE PRESIDENT'S REPORT Todd Rubinstein referred to the problem of committees submitting agendas so late that Theresa did not have not adequate time for posting. There was a consensus that if a chair failed to submit an agenda by Thursday noon the Chair would be responsible for all required postings of the agenda. Todd referred to some openings in some Committees. There was discussion of having a Code of Civility. There was discussion of amending the Bylaws to provide similar treatment for elected and selected positions. There was also discussion of someone serving as an officer of more than one Neighborhood Council.

7.0 SECRETARY'S REPORT Ken Silk referred to the need for Eliot Cohen to specify which Alternate position he would be serving in. Ken Silk also referred to Representatives and Alternates who have already missed two meetings. There was a consensus that a note should be sent to those Representatives and Alternates with two absences to refer to their absences and remind them of the Bylaws provision regarding removal for missing four meetings.

8.0 TREASURER'S REPORT John Arnstein distributed a U.S. Bank Statement showing payments totaling \$769.12 between January 24 and February 18, 2013. He referred to considering payment requests on a first come basis. He urged that fund requests be first presented to and considered at length by the Finance Committee to avoid lengthy Board discussions. John stated he has not heard about the election expense reimbursement submitted on November 30, 2012. The Library's interest in obtaining funds was mentioned. There was discussion about having refreshments at the Board meetings.

9.0 SERGEANT AT ARMS REPORT Kathy Moghimi-Patterson reported the new Religious Representative completed ethics training, but there is still no record regarding compliance by two to three alternates.

10. ADJOURNMENT The meeting adjourned at 9:43 P.M.

Submitted by Kenneth Silk, Secretary