

Meeting Minutes

ENC EXECUTIVE COMMITTEE MEETING

Tuesday, May 17, 2016

Members in attendance: Debra George, Victoria Miller, Scott Lindley, Patricia Bates, Glenn Bailey

1. Call to Order. Roll call; determination of quorum @7:05

2. Public Comment - Comments were heard from three members of the public regarding AngelFest

3. Officer's Reports:

- (1) Applications for open positions on the Encino Neighborhood Council noted
- (2) HOME, EPOA, and Chamber appointed seat documentation noted
- (3) Roster - Ethics, Funding, Code of Conduct - efforts to bring all into compliance discussed

C. Vice-President's Report – Committee Chairs and membership discussion

D. Secretary's Report – Will work to complete meeting minutes

E. Treasurer's Report –

- (1) Update - ENC Account and cash flow.
- (2) March 2016 Monthly Expenditure Reports (MER) reviewed
- (3) Proposed 2016/2017 FY budget to be worked on in Finance Committee
- (4) Updates on school grants
- (5) Outstanding obligations, NPGs, etc

4. New Business

- (1) \$500 for the purchase of office supplies including a paper shredder and printer toner. 5-0-0
- (2) \$1500 for the update of the Encino Neighborhood Council website. Update will bring website up to EmpowerLA standards including the ability to view on mobile devices. 5-0-0
- (3) Authorize up to \$300 for refreshments for 5/25 General Board meeting 5-0-0
- (4) Request from Amestoy Estates for financial sponsorship of community BBQ. Concern that the event did not include all Encino stakeholders. 1-4-0 Failed
- (5) Staffing discussion - agreed to investigate new agency and make change if needed.
- (6) Valley Preparedness Fair NPG for \$850 5-0-0
- (7) 2016 Congress of Neighborhoods funding not to exceed \$1,000 5-0-0
- (8) 2016 EmpowerLA Awards event funding not to exceed \$250 5-0-0
- (9) Board Training - agreed to hold board training prior to regularly scheduled General Meeting
- (10) CIS Authorizations - selected President, Vice President, Secretary, and Sergeant at Arms
- (11) Up to \$4,000 for the purchase of padded folding chairs for the Community Center 5-0-0
- (12) Authorized purchase of window coverings for the Community Center, up to \$3,000
- (13) Reviewed General Board agenda

5. Adjournment at 9:05pm