



Officers:
PAT BATES•President
VICTORIA MILLER•Vice President
JODIE FRANCISCO•Secretary
GLENN BAILEY•Treasurer
HENRY ESHELMAN•Sergeant at Arms

MINUTES
ENCINO NEIGHBORHOOD COUNCIL
EXECUTIVE COMMITTEE ZOOM MEETING
Tuesday October 19th, 2021 @ 6:30pm

1. Meeting was called to order at 6:30 pm, Members Bates, Miller, Bailey and Francisco were present.
2. September 2021 Executive Committee Minutes were not ready, deferred to next meeting
3. Reports from Public Officials/Departments/Community Agencies-none
4. Public Comment on Non-Agenda Items – Comments were made by Call In User 1
5. Officer's Reports:
 - A. President's Report : Pat Bates noted there have not been a lot of meetings, a lot of energy has been expended on the Redistricting process.
 - B. Vice-President's Report: Victoria Miller noted that there have been time-consuming requests from DONE regarding the format of Committee lists, particularly PLU.
 - C. Secretary's Report
 1. Pat B noted that she has prepared the minutes of the September General meeting.
 2. Jodie Francisco resigned as Secretary due to perceived issues with Community Impact Statements filed by the NC and pressuring , and left the meeting. Discussion followed thanking her for her service; Glenn Bailey explained the reason for the multiple CIS filings and that they were not violations of guidelines. The decision was made to defer review of the minutes to next meeting, primarily because of the issue with the reference numbers for ENC motions. Discussion ensued with a general conclusion that they were very time consuming and the committee chairs present did not feel they served any useful purpose as a spreadsheet of the motions was not being maintained. Conclusion was to raise the issue at the next bylaws meeting.
 - D. Treasurer's Report
 1. Glenn Bailey noted that the September [2021 Monthly Expenditure Report \(MER\)](#), was emailed to the board and posted to ENC Financials webpage. There was a discussion of the issues with billing and debit charges by the WebCorner, discussed in some detail as they have been causing us problems with getting our invoices submitted to the city on time. It was noted that there has been an ongoing problem with the new bookkeeper at the WebCorner.

2. Neighborhood Purposes Grants – update on previous and potential NPGs. Glenn noted that we are still awaiting reports on some of the prior NPGs, also we anticipate some requests coming from Education Committee efforts, and that he would check with the Encino-Tarzana Library if they have any needs.

6. **New Business: Discussion and Possible Action:**

- A. Update on the EmpowerLA Virtual Governance Hybrid Work Group, which is scheduled to make recommendations to BONC on October 18, 2021. **See BONC 10/18/2021 agenda** http://ens.lacity.org/done/agendas/doneagendas197155399_10182021.pdf Per report from Glenn Bailey - Hybrid system is still being discussed. For the time being BONC will be doing the required filings so the NCs can continue meeting virtually. Hybrid meetings would require additional equipment and expertise and various options are being considered.
- B. **Discussion and Possible Action: Status of Draft Digital Communication Policy.** See BONC 10/18/2021 agenda http://ens.lacity.org/done/agendas/doneagendas197155399_10182021.pdf Glenn Bailey noted it should be watched closely with a CIS considered if appropriate.
- C. **Discussion and Possible Action:** Discussed the following board member suggestions for meeting conduct, and further evaluate changes to agenda templates pursuant to DONE's 10/8/2021 memorandum (reflected in this agenda). 1- Public commenters must sign in- sign in for each specific agenda item they wish to speak. Open comments and specific topical comments should be differentiated on the sign in sheet. Open Public comments about non-agenda items and Agenda Public comment items about the agenda item.
2- Limit of 1 minute for public comments per discussion item-- AND we as a Board can follow up with further discussion on public comments as we deem necessary 3- No overall "specified time schedule beyond the agenda" for public comment periods-- They are just scheduled as part of each item as they come up for action and discussion. 4- Specify this is being done per AB361. This was discussed. We did not see any way to have people signing in for specific agenda items - this would presumably be similar to the procedure at City council. Perhaps we will try it when we start meeting in person. Each other item is the current procedure. Also discussed was trying to limit board member comment time which can become significant.
- D. **Discussion and Possible Action:** Recommendation of appointment of Neighborhood Council Sustainability Alliance (NCSA) Representative and Alternate for voting purposes. After discussion recommended Pat Bates is voting, Heather Michaels is voting alternate.
- E. **Announcement:** DONE is accepting Bylaws amendments now. The submittal deadline is April 1, 2022 (note date changed to April 1, 2022)
- F. **Applications for open positions on the Encino Neighborhood Council were noted, Open Positions Include:** At Large Alt (1), Apartment/Condo Alt (1), Business Rep Alt (2), Education Alt (1), Public Safety Rep Alt (1), Religious Alt (1), Volunteer Alt (1), Area 3 Alt (1), Youth Rep (1).

7. **Adjournment at 8:13 pm**

Next Executive Committee meeting: this is scheduled for November 30th, 2021. This is the date of the CORE Institute Training Module III - shall we consider moving to Monday, November 29th instead.

DRAFT