

## West Van Nuys / Lake Balboa Neighborhood Council

### Minutes of the December 05, 2007 Meeting

#### 1. Welcome

Meeting opens at 7:35 p.m.

#### 2. Roll Call, Adoption of Agenda, and Approval of Minutes

##### Roll Call:

Present: Steve Leffert, Joyce MacKinnon, Bill McRae, Clay McFarland, Sylvia Silva, Rosie Saenz, Linda Pruett, Dylan McRae, Teresa Pollock

Absent: Paul Fabre, Luciana Dar, Nancy Kane, Gwen Wright, Shawn Moradian, Lisa Reveen, and Elmer Jespersen

• **Rosie Saenz** moves to adopt the agenda, and **Linda Pruett** seconds.

• Minutes are approved with minor corrections. **Bill McRae** introduces the motion, and **Rosie Saenz** seconds.

**Vote Results:** 8 are in favor. 0 oppose. 0 abstain.

#### 3. Announcements and Reports – LAPD, Local, City, State and Federal Representatives, Board Members and Others, Committee Reports

a. **LAPD** – No representation is present.

b. **Lynda Levitan (Councilperson Cardenas, CD6)** – CD6 has released brochures with reference and resource numbers. She would like to set up an emergency preparedness fair with the WVN/LB NC. More details will come in February. The process for placing parking signs is underway; Saticoy is left without signs.

c. **Megan Cottier (Councilperson Smith, CD12)** – Community Holiday Party at Smith's office on December 8, Saturday, from 4:30 to 6:30 p.m. The Department of Recreation and Parks is having a Community Needs Assessment Workshop on Saturday, December 8, from 6:30 to 8:30, at Mason Park Recreation Center. Another meeting in Studio City is on Wednesday, January 9.

d. **Melvin Canas (Project Coordinator, D.O.N.E.)** – Hands out copies of survey for Department of Water and Power's Community Needs Assessment Workshop. Announces the passing of Ms. Carol Baker Tharp. Hands out CD with all documents in board orientation packet to the board.

e. **Brooke Powers (Balboa Sports Center, Department of Parks and Recreation)** -- The Winter Solstice event will be from 11 AM to 3 PM on December 15 at the Balboa Sports Center. Rosie Saenz and Teresa Pollock will be at the NC's table at the Winter Solstice event.

f. **Bill McRae – Beautiful Homes Contest** – Through an outreach effort, the WVN/LB NC will be holding a beautiful homes contest awarding the best holiday decorations. The board welcomes nominations. The contest will be on the website, and the NC hopes to get news coverage when they reveal the winner. Bill McRae and Rosie Saenz will settle on a date to end the contest sometime after the Winter Solstice event.

g. **Clay McFarland – Financial Report** – Hands out financial report to the board and makes it available to the public. If all encumbered money is spent as planned, the WVN/LB NC will have \$42,000 minus whatever it spends for the rest of the year.

- h. **Clay McFarland – Valley Alternative School allocation update** -- The WVN/LB NC approved \$10,000 to the school for the canopy project. The money cannot be spent on the canopy because of red tape, so, as an alternative, the NC will spend \$6800 on a cover over the lockers. This item will be in February agenda.
- i. **Linda Pruett -- Emergency Preparedness** – Points out display of gift baskets and catalogs from S.O.S. and Alamar Products. Describes job openings for interns in emergency preparedness department. Gives out emergency supplies.

4. **Public Comment – Comments from the Public on Non-Agenda Items, Issues, Announcements, and Complaints within the jurisdiction of the WVN/LB NC.**

NO PUBLIC COMMENT.

5. **Brief Responses from Board to statements made or questions posed by persons exercising their general public comment rights**

NO RESPONSES.

6. **Motion on changes to our bylaws to conform to citywide election procedures**

a. **Board Comment**

**Steve Leffert** – D.O.N.E. has told WVN/LB NC to change the bylaws to conform to city-wide election procedures. Changes are listed on green sheet provided to the board and to the public. There are two changes to Article VII and some changes to wording on election procedures.

b. **Public Comment**

c. **Board Discussion**

d. **Motion**

**Steve Leffert** moves that the board accept the changes as presented on the green paper. **Joyce MacKinnon** seconds.

**UNANIMOUS APPROVAL – MOTION PASSES.**

7. **Motion – Approval of Election Procedures**

a. **Board Comment**

**Steve Leffert** – The yellow document provided to the board details the changes to the election procedures. The gray areas in the document are the areas specific to our neighborhood council and its bylaws. There are 7 seats open for reelection – 2 business, 1 organizational, 1 youth, and 3 residential. The candidate filing period begins on January 28, and the first distribution is due out that day.

b. **Public Comment**

**Melvin Canas** – The election procedures listed are a draft to be approved. He will go over and edit the results. D.O.N.E. will give its approval 90 days before the election.

**Public Comment:** Are there provisions for extended hours at the polls or for absentee ballots?

c. **Board Discussion**

**Bill McRae** responds that the board chose not to have absentee ballots after lengthy debate. **Clay McFarland** says there might be a mail in ballot if the city clerk takes over the elections.

d. **Motion**

**Steve Leffert** moves that the board approve these draft election procedures. **Linda Pruett** seconds.

**UNANIMOUS APPROVAL – MOTION PASSES.**

**8. Motion on renaming our Neighborhood Council and making the necessary changes to the Bylaws – Pruett**

**a. Board Comment**

**Linda Pruett** – Because of renaming, the boundaries contain mostly Lake Balboa and a tiny portion of West Van Nuys. After receiving many requests for a name change, I suggest changing the name of the neighborhood council.

**MOTION:** I move that we rename the neighborhood council the Lake Balboa Neighborhood Council and make the necessary changes to the bylaws to reflect that change. The wording “West Van Nuys/Lake Balboa” appears in Article I, Article II, section 2.01, and Article VII, section 7.03. The “West Van Nuys” would need to be deleted. **Rosie Saenz** seconds.

**b. Public Comment**

**Bahman Mojallal (Moe)** thinks the shorter name would reduce paperwork and simplify communications.

**c. Board Discussion**

**MOTION: Clay McFarland** moves that the motion be amended to change the name to “Lake Balboa Area Neighborhood Council.” **Bill McRae** seconds. **Rosie Saenz** and **Linda Pruett** would like to keep the name short, and they feel that the shorter name will not exclude the population who live in other towns within the neighborhood council’s boundaries.

**d. Motion**

Vote called on amendment to change the name to “Lake Balboa Area Neighborhood Council.”

**VOTE TAKEN: 2 are in favor. 6 oppose. MOTION FAILS.**

**Clay McFarland** suggests tabling the item.

**VOTE TAKEN ON TABLING: 1 is in favor. 7 oppose. MOTION FAILS.**

**Linda Pruett** repeats the motion.

**VOTE TAKEN: 8 are in favor. 0 oppose. MOTION PASSES.**

The board agrees to schedule a special meeting on December 11 at 7 pm in order to approve the changes in the bylaws revise the Election Procedures with the changed name of the NC before D.O.N.E.’s deadline on January 13.

**9. Motion on NC applying for a permit to hang banners from street light posts around Birmingham H.S. – Silva**

**a. Board Comment**

**Sylvia Silva** – Six banners would be placed on the street light posts on the west side of Balboa between Victory and Haynes. They would include the name of the LBNC.

**b. Public Comment**

**c. Motion**

**Steve Leffert** introduces a motion to authorize application of permit in neighborhood council's name for placement of six banners on the west side of Balboa between Victory and Haynes. **Rosie Saenz** seconds.

**VOTE TAKEN: 8 are in favor. 0 opposed. – MOTION PASSES.**

**10. Motion on funding support for Neighborhood Council Congress expense – McFarland**

**a. Board Comment**

**Clay McFarland** describes D.O.N.E.'s requests for funding of \$500 towards the expenses on the next Neighborhood Council Congress. He is against the donation on principle, not wanting to set a precedent of funding other city agencies.

**b. Public Comment**

**Melvin Canas** – D.O.N.E. wants the neighborhood councils to take responsibility for the management and funding of the Neighborhood Council Congress.

**c. Board Discussion**

**d. Motion**

**Linda Pruett** introduces a motion to table the discussion until the board knows more about the next Neighborhood Council Congress. **Rosie Saenz** seconds.

**VOTE TAKEN: 8 are in favor. 0 opposed.—MOTION TO TABLE PASSES.**

**11. Discussion of Neighborhood Council Congress/Senate charter with possible motion – McFarland**

**a. Board Comment**

**Clay McFarland:**

- i. The city is considering putting the City Clerk in charge of elections. The resulting changes would include the addition of ballot inserts, mail-in provisions, and term lengths and dates of elections might be altered. There might be an end to staggered elections with all board members up for election at the same time.
- ii. The Neighborhood Council Congress wants to change its charter so that it can make decisions. Its current function is a clearinghouse for feedback to the city from the neighborhood councils. The NCC should remain the same while focusing on outreach and boosting the attendance of its members and its stakeholders.
- iii. North Hills has asked LBNC to support them with their grievance problem.
- iv. He also commented about the NCC, the DWP, and the telephone tax increase.

**b. Public Comment**

**c. Board Discussion**

**Bill McRae:** Regarding Clay's point i, the board functions best when the elections and term lengths are staggered. **Melvin Canas** asks him to provide that feedback to D.O.N.E. before January 13. **Linda Levitan** suggests that the board draft and approve a letter to her and the city council about the issue of staggered elections and term lengths. **Clay McFarland** suggests that individual letters would be quicker and more effective than sending a collective opinion.

**d. Motion**

**Linda Pruett** introduces a motion that the board advises to vote in favor of maintaining the format of the NCC structure of the charter. **Rosie Saenz** seconds.

**VOTE TAKEN: 8 are in favor. 0 opposed. – MOTION PASSES.**

**12. Presentation and Motion on Movie Nights in 2008 -- Saenz**

**a. Board Comment**

**Rosie Saenz:** There will be three movie nights in February, July, and October. They would be held at Lake Balboa Studios.

**b. Public Comment**

**Bahman Mojallal (Moe)** -- Before the movie, there will be neighborhood reports, a cartoon, and other short films.

**c. Board Discussion**

**d. Motion**

**Rosie Saenz** introduces a motion that the board approve the expenditure of \$450 plus \$100 for food and drink towards the cost of the three movie nights held over the course of 2008.

**Clay McFarland** introduces a friendly amendment that the motion be changed to read "not to exceed \$650." **Linda Pruett** seconds.

**VOTE TAKEN ON THE AMENDMENT: 7 are in favor. 0 oppose. 1 abstains**  
**MOTION PASSES.**

**VOTE IS TAKEN AGAIN ON AMENDMENT AS THE MAIN MOTION: 7 are in favor. 0 oppose. 1 abstains** **MOTION PASSES.**

**13. Motion on a possible expenditure for Daily News ad – Saenz**

**a. Board Comment**

**Rosie Saenz** – The two-column ad will be 3.75 by 7". It will announce the winner of the Beautiful Homes Contest. The ad will cost \$495.

**b. Public Comment**

**c. Board Discussion**

**Bill McRae** would like a photo to be in the ad. **Linda Pruett** suggests contacting **Bill Haller** as he has contacts at Daily News to negotiate prices.

**d. Motion**

**Rosie Saenz** introduces a motion that the LBNC approve the expenditure of \$495 to place an ad in the Daily News in an ongoing effort to promote the LBNC. **Teresa Pollock** seconds.

**Bill McRae** makes a friendly amendment that the motion should ask for the expenditure of up to \$600. **Clay McFarland** seconds

**VOTE ON AMENDMENT: 7 in favor. 0 oppose. 1 abstains. – MOTION PASSES.**

**VOTE ON MOTION: 7 in favor. 0 oppose. 1 abstains. – MOTION PASSES.**

**14. Other Reports—Possible Action to be taken**

- a. Public Statement: Tanya Corte:** She would like the LBNC to encourage the area's teenagers to take part in the process of local government. Possible outreach to teenagers could be help with fundraisers or the creation of miniature scholarships for students who graduate.

**i. Board Comment**

The entire board expresses its appreciation of her input and time.

- b. **Rosie Saenz** – The board needs to update the logo with the neighborhood council's new name. **Sylvia Silva** agrees to update the logo. **Rosie Saenz** considers asking the students at High Tech High to design a new logo.

**15. Unfinished Business**

**16. Adjournment**

**Rosie Saenz** introduces a motion to adjourn. **Joyce MacKinnon** seconds. Meeting is adjourned at 9:51 p.m.