

FINAL

**Lake Balboa Neighborhood Council Board Special Meeting Minutes**

**Saturday, July 7, 2012, 9:00am**

Van Nuys Fly Away Bus Terminal  
Community Meeting Room, Second Floor  
7600 Woodley Ave  
Van Nuys, CA 91406

**1. Meeting called to order by Cynthia Weichelt, President, at 9:13am.**

**Roll Call**

Linda Schwering	Residential Rep., Treasurer	P
Cynthia Weichelt	Residential Rep., President	P
Jack Baird	Residential Rep.	P
Linda Pruett	Residential Rep., EP Committee Chair	A
Allen Nelson	Residential Rep., Communications Officer	P
	Residential Rep.	<i>Vacant</i>
Roxan Hartstein	Business Rep., Beautification Chair	P
Matt Coles	Business Rep.	A
Linda Gravani	Business Rep., 1 <sup>st</sup> V.P.	P
Steve Leffert	Organizational Rep., P. & L.U. Chair	P
Ruth Doxsee	Organizational Rep., Secretary	P
	Organizational Rep.	<i>Vacant</i>
Carl Schwering	Senior Rep., 2 <sup>nd</sup> V.P.	P
Christopher Bower	Youth Rep.	A
	At-Large Elected Rep.	<i>Vacant</i>
Frank Ahn	At-Large Appointed Rep.	A
	At-Large Appointed Rep.	<i>Vacant</i>

Also attending, Alisa Smith, IEA for Region 3 for 2012 NC Elections.

**2. Discussion and possible action regarding upcoming Neighborhood Council elections scheduled for Saturday September 29; possible authorization of election committee to allocate funds encumbered in FY 2011-2012 budget. Possible allocation of additional funds from FY 2012-2013 for election outreach expenses. Doxsee**

Ruth Doxsee related that \$2462.00 is remaining encumbered funds of \$3940.00 after paying \$1478.00 for July 2012 Election Outreach Newsletter. We would like to use \$832.00 for Daily News ad, in conjunction with other Region 3 NCs. Allen Nelson questioned efficacy of such ad. Alisa Smith reported IEA from Region 1, Glenn Bailey, encouraged this form of advertising. Also passed out was rough spread sheet showing expenses expected to be incurred from flyers, online and other advertising, banners for day of election, etc. that totaled \$1519, showing need for more funds from FY 2012/2103 budget. Steve Leffert suggested instead of a regularly- formatted newsletter being distributed for August, a two page flyer that has Vote By Mail (VBM) request and Election information be done instead. This could be used for outreach at Encino Farmers' Market also.

Roxan Hartstein will find out additional cost for printing and submit text to Walking Man for distribution the last week of July.

**MOTION PASSED** : Ruth Doxsee brought a motion for the council to authorize the Election Committee to spend up to \$2462.00 of encumbered funds from FY2011/2012 budget and in addition authorize the Election Committee to spend up to \$1000.00 for the 2012 Election and Election Outreach expenses from allotted funds from FY2012/2013 budget. Motion seconded by Allen Nelson. Vote: 8-0, motion passes.

**3. Discussion and possible action on Beautification Committee tree watering project to allocate FY 2012-2013 funds to complete our commitment to support the trees for 6 months. Discussion will include vendors, pricing and duration of service. Schwering/Hartstein**

Roxan Hartstein reports West Coast Technical Consultants, Inc. has agreed to continue working with LBNC even though city has delayed payment due to end of the fiscal year back up of work. Initial planting of 133 trees was March 10, with remaining 82 planted in April. We agreed to support healthy establishment of the trees by watering for 6 months, which includes August. Last date trees were watered was June 30; Roxan received confirmation from vendor. She will email said confirmation to LBNC Treasurer Linda Schwering so EmpowerLA will have it in writing.

**MOTION PASSED:** Steve Leffert brought a motion to reallocate \$4085.00 of funds in FY2012/2013 budget from EVE (Event Expense) to CIP (Community Improvement Project) category for the Tree Watering project and in addition, the \$4085.00 be used for watering 215 trees another month. Motion seconded by Roxan Hartstein. Vote: 8-0, motion carries.

**13. Adjournment** – Ruth Doxsee brought motion to adjourn meeting, seconded by Roxan Hartstein. Motion passes by unanimous vote. Meeting adjourned at 10:05 am.