

CITY OF LOS ANGELES

CALIFORNIA

SYLMAR NEIGHBORHOOD COUNCIL

PRESIDENT: Tammy Flores

VICE PRESIDENTS:

Administration: Diane Valencia

Communications: Maria Silva

TREASURER: Wilson Bell

PUBLIC RELATIONS: David M. Rodriguez



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Joint Special Meeting of the Executive Committee and Board - MINUTES

Monday, September 12, 2016 – 7:00 PM

Fiddler's Restaurant, 12721 Glenoaks Blvd, Sylmar, CA 91342

Committee Chair – Tammy Flores

Sylmar Neighborhood Council Meeting Minutes are a summary, not an exact, verbatim, word-for-word transcript of what was said at a Meeting. The only two exceptions are the Motions shown in italics and quotes shown with quotation marks (“ ”) at the beginning and ending of a word or words. The Minutes are not, nor were they ever meant to be, a comprehensive record of what was said about an issue or project.

1. **Call to Order.** Vice President Diane Valencia called the meeting to order at 7:04 PM.

2. **Roll Call.**

Present were: Committee members - Diane Valencia, Maria Silva, Wilson Bell and David M. Rodriguez.

Stakeholders – Bonnie Bernard, James Russell

3. **Housekeeping: Sign-In Sheets, Speaker Cards for Agenda Items, Recording and Timekeeper**

Ms. Valencia explained these items and offered to take the Minutes.

4. **Public Comment on matters not appearing on the agenda.**

Ms. Bernard gave an update regarding the Business Watch at the Gladstone/Hubbard shopping center, along with her efforts with LAPD SLO Crawford, private security and representatives from Edsion.

5. **Discussion and possible action** to approve the Minutes of the August 2, 2016 Executive Committee Meeting

Motion by Mr. Bell, seconded by Dr. Rodriguez, to approve the Minutes as written.

Approved unanimously by the Committee. 4/0/0

6. **Discussion and possible action** to approve the Minutes of the August 15, 2016 Executive Committee Meeting

Motion by Mr. Bell, seconded by Maria Silva, to approve the Minutes as written.

Approved unanimously by the Committee. 4/0/0

President Flores arrived at the conclusion of this item.

7. **Discussion and possible action relative to logistics, tasks and operating procedures for the SNC**

Ms. Silva reported to the Committee that The Web Corner is requesting that only 2 Board members contact them with requests. After discussion, it was agreed that Ms. Silva would remain as the main contact, and that Ms. Valencia would need to post all agendas. Committee agreed that all Committee Chairs will need to submit their agendas to Ms. Valencia at least 5 days in advance of their meeting, to allow sufficient time for review and posting. Ms. Silva also indicated that if a Chair needs a meeting location, they need to find that in advance. Ms. Valencia to send an email to Committee Chairs and will mention this during the training item during the September Board Meeting. Ms. Valencia is still not receiving Minutes from some Committees, and some Minutes received are still missing from the website. Committee agreed that Board members should be reminded that they need to be on at least one Committee. Ms. Flores will contact those who are not currently on a Committee. Other training topics this month could be regarding Code of Conduct and the use of Point of Order (parliamentary procedure). Ms. Bernard suggested that EmpowerLA's Leadership Academy has a good video

about running a meeting and issuing warnings to disruptive individuals. Ms. Valencia will arrive late to the Board meeting. Ms. Silva will do the Housekeeping announcement.

8. **Discussion and possible action** relative to setting the agenda for the SNC's General Board Meeting on September 22, 2016.

The Committee reviewed and discussed the draft agenda prepared and presented by Ms. Valencia. Placement and timing of items were discussed and agreed on. Ms. Valencia will make the changes agreed on and will circulate a final draft to the Committee prior to posting. Planning & Land Use, Budget and Outreach Committees are due to meet later in the week and may have items which should be included on the agenda.

9. **Committee Member Comments on subject matters within the Committee and Board's jurisdiction.**

None

10. **Future Agenda Items:** Please e-mail the Executive Committee at ExecutiveBoard@SylmarNC.org.

11. **Closing Remarks, Announcements, Acknowledgements, and Adjournment.**

Motion to adjourn at 8:51 PM by Dr. Rodriguez, seconded by Ms. Valencia.
Approved unanimously by the Committee. 5/0/0