

Minutes of the Reseda Neighborhood Council - Board Meeting
Monday April 6, 2009
Reseda Neighborhood Council Office
18341 Sherman Way Suite 102, Reseda, CA 91335

1. **Call to Order** Chairman Peter Hankwitz, called meeting to order at 7:01 p.m.
2. **Pledge of Allegiance** was led by Lee Smith
3. **Roll Call**
 - A. Roll Call - Present at the meeting were Peter Hankwitz, Faye Nia, Cary Iaccino, Lee Smith, Anna Measles, Garth Carlson, Phil Merlin, Ann Kinzle, Jim Luis, Magdy Abdalla, D. J. Frank, Timothy Mulholland (arrived 7:15 p.m.), Jerry Hill (arrived 7:07 p.m.) 13 in attendance and 0 absent. Quorum present.
4. **Nominations open for the Officer position of Sergeant-At-Arms (30 minute nominating period; any Stakeholder may nominate a Board Member, Board Members may self-nominate)**

Jerry Hill was nominated but declined.

Magdy Abdalla was nominated for Sergeant-At-Arms

Motion by Phil Merlin second by Ann Kinzle to close nominations.

Motion carried by unanimous vote.
5. **Introduction of City Employees and other visitors**

Shawn Lenske - L.A. City Fire Department
6. **Public Comment and Announcements** (Speaker Cards are requested.)
 - Michael Cohen Spoke regarding the May 19 Election at Reseda High School.
 - Linda Abrams - Valley Interfaith Council spoke regarding the need to restock their pantries.
7. **Save a Life Sunday:** Disaster Preparedness Fair presentation by Firefighter/Paramedic Shawn Lenske. Discussion and Possible Action
 - Save A Life Sunday Event will be held in the West Valley. According to Mr. Lenske, Dennis Zine wants to get all Neighborhood Councils involved. Even will bring together city, state and Federal preparedness, L.A. City Fire Department, LAPD, DWP and Emergency Management. Information will be given to the public on preparing disaster management. American Heart Management will teach CPR awareness and will give Any Time Kits How To Do CPR. Public will see all aspects from the city, state, Federal on getting information on disaster preparedness. American Red Cross will participate. Financial assistance from RNC was requested.

- Motion by Jim Luis second by Garth Carlson the RNC will support the Save A Life Sunday event for up to \$5,000 this time subject to prior review and recommendation of the Outreach Committee. Motion carried with 12 yeas, 1 nay.

Amendment by Ann Kinzle second by Magdy Abdalla the RNC will support the Save A Life Sunday event for up to \$5,000 at this time. Amendment carried with 10 yeas, 1 nay, 2 abstention

Amendment by D. J. Frank second by Ann Kinzle the RNC will support the Save A Life Sunday event for up to \$5,000 at this time subject to prior review and recommendation of the Outreach Committee. Amendment carried by unanimous vote.

8. **Parliamentary Procedure Presentation and Discussion:** Parliamentarian Anna Measles:

- There are 3 documents used for conducting RNC meetings. City Council, Brown Act and Neighborhood Council.
- Brown Act has to do with conducting of the meetings to make them open, posting of agendas, type of meetings that can't be had, type of meetings that you can't talk to other subjects about, talks about the Committee meetings, talks about elections.
- Bylaws of the Reseda Neighborhood Council are specific to RNC and are approved after certification.
- Roberts Rules - motions - the tools used to introduce business in a meeting. No business can be introduced without a Motion.
- There are different kinds of motions, including main and secondary motions.
- Motions in meetings have to do with an activities, finances, and can come from Committees.
- Second Motions – Roberts Rules say that a Motion must be considered if two members of the body are in favor of its coming before this meeting.
- Discussion about motions from Committee needing a second because as a group Board knows that at least two people wanted it considered.
- Q - As members of the Board who is able to bring business before the Board in the form of a Motion?
A - It is not written anywhere.
- Q - What is the proper procedure by which Motions, main Motions, secondary Motions, substitute Motions, amendments to Motions, and different types of Motions can be put forward i.e. to table a particular time, or particular time in the future, or Motions to adjourn, etc.
A - Questions can be emailed to Anna Measles

- Q - On the Committee level Motions authorizing the Committees to take an action, but not the Board to take an action. It's not up to the Committee to present to the Board to take action?

A - You can make a recommendation to move. Committee meetings have more information than the rest of the Board to discuss that specific subject.

A - Committee has no power as it's not an elected body. It is an elected member of the Board that must consider and make the ultimate decisions. Board Members make Motions and it must be seconded before they can be debated. Just because it comes from Committee it doesn't mean that two or more of the Board Members in that Committee even supported the recommendations that comes through.

- Q – The Bylaws allows the Board to consider how it wants to take action on various things. It is not necessary to follow the vagueness since it doesn't deal exactly with Committees. So under the Board level and it can make decisions and vote on how to conduct these types of things.

A - There are 15 Board Members elected by the public to make decisions on behalf of the entire RNC. In order to conduct business a Committee can not decide to allocate and offer to the Board, and then the Board can say yea or nay. A Board Member must introduce that prospective allocation at a public meeting of the Board. Then that Motion must be seconded for it to be able to be liberated.

- Section 10 of Article 7 of the Bylaws says where the Board has not adopted its own rules for conducting its meetings, the Board shall follow Robert's Rules of Order. RNC can adopt their own rules for conducting meetings. An elected member of the body is the one with the right to introduce a Motion.
- If any member is unclear on the Parliamentary procedure that is undertaken at any given time any member may ask the Chair or Presiding Officer for a point of order. The Presiding Officer may be the Chair -- it may be the Vice Chair, may be a temporarily elected substitute President Officer if the Chair and Vice Char are not around. The Presiding Officer can then answer the question or refer the question to the Parliamentarian. If the question is answered by the Presiding Officer and it doesn't quite seem right then they can further ask the Parliamentarian on that point of order.
- If the Board in a public meeting wants to create a procedural provision as a standing rule by which any recommendation of Motions from a Committee does not require a second when it comes from that Committee as an official report, and there's a majority vote from the Board that's the way it going to be done, that's the way RNC has to do it.

- Article 7 of Bylaws state where the Board has not adopted its own rules for conducting its meetings the Board shall follow Robert's Rules of Order.

Motion by Cary Iaccino second by Phil Merlin that the RNC adopt the meeting procedure the recommendations from Committee require a first and second by Board Members, in a meeting of the Board, to move forward as a Motion.

Amendment by Peter Hankwitz second by Phil Merlin move that the RNC adopt a meeting procedure that in order for a recommendation from Committee to be considered as a Motion before the Board such Motion shall require a second by another Board Member in a meeting of the Board.

Motion by Anna Measles second by Garth Carlson to table the Motion until next general meeting

Motion to table carried by unanimous vote..

9. Review and Approval of RNC Minutes from: General Meeting March 2, 2009 and General Meeting March 16, 2009.

Approval of General Meeting Minutes from March 16, 2009 tabled until next meeting.

Motion by Anna Measles second by Ann Kinzle to approve General meeting March 2, 2009 Minutes. Motion carried by unanimous vote.

10. Announcement: Reseda Neighborhood Council Board Vacancy. We are currently accepting applications to fill two vacant Board Seats in the Residential Category. Any qualified Stakeholder may apply, and there may be a vote, if necessary, held at the General Meeting on April 20, 2009, and May 18, 2009, should more than one eligible Stakeholder choose to run for the open Board Seat. All Stakeholders in attendance at the meetings may vote.

Announcement read by Peter Hankwitz.

11. Election of Officer position of Sergeant-at-Arms: Board Member Vote

Item 11 covered was voted on during Item 4

12. RNC Officers – Action / General Reports

(a) Peter Hankwitz, Chair: General Report

- i. Question and Answer – Members of the RNC Board and the public are invited to ask questions of the RNC Chair and Vice Chair on a variety of topics related to the RNC's administrative and other activities since election as Officers of the Board.

Item 12(a) Tabled until second meeting in May

(b) Faye Nia, Vice Chair: General Report - No report

(c) Lee Smith, Treasurer: Treasury Report and Finance Committee General Report

General Report

1. General Account - \$91,300.64
2. RNC petty cash - \$664.59
3. RNC Stored Value Care - \$1,047.29
4. Total \$93,012.52
5. Currently \$21,227.02 for projects leaving an available balance of \$71,785.50

(d) Cary Iaccino, Secretary: General Report

- i. Assistant Secretary (paid or volunteer): Discussion and possible action, as per RNC Bylaws, Article VI, Section 4(D): “The Board of Directors shall appoint an Assistant Secretary who shall assist the Secretary with all duties and act in his or her absence.”

Item 12(d) Tabled until next meeting

13. RNC Committees – Action / General Reports

(e) Outreach / Public Relations Committee (Garth Carlson, Chair):

- i. General Report
- ii. **RECOMENDATION FROM COMMITTEE:** The RNC Board to allocate \$210 to purchase 500 forever stamps for the Outreach Committee

Motion by Ann Kinzle second by Phil Merlin RNC Board shall allocated \$210 to purchase 500 forever stamps for the Outreach Committee. Motion passed by unanimous vote.

Amendment by Jim Luis second by Phil Merlin the RNC Board shall allocated \$210 to purchase 500 forever stamps for the Outreach Committee and the RNC Board to allocate up to \$500 to purchase Graffiti Removal kits to pass out to the public at the Graffiti Forum. Motion passed by unanimous vote.

Amendment to Amendment by D. J. Frank second by Fay Nia that replace \$500 to \$1000. Motion passed by unanimous vote.

(f) Graffiti Outreach Sub-Committee (Garth Carlson, Acting Chair):

- i. General Report
 - A request was made for Board Members to help distribute RNC newsletters. Lee Smith was thanked for his participation.
 - 500 extra copies of newsletter were printed.

- Healthy Kids Day April 18, 2009 - RNC needs volunteers for the booth from 8:00 a.m. to 12:00 p.m.
- Volunteers are needed for the Graffiti Town Hall Meeting.
- Billboards are up at 2 locations
- Approval received from LAUSD via DONE to acquire Reseda High School Auditorium

ii. **RECOMENDATION FROM COMMITTEE:** The RNC Board to allocate up to \$500 to purchase Graffiti Removal kits to pass out to the public at the Graffiti Forum

See Item 13(e)(2)

(g) Emergency Disaster and Community Safety Committee (Timothy Mulholland, Chair): General Report.

- March 18, 2009 Committee meeting discussed allocating \$15,500 for emergency and safety equipment of the \$16,500 from the 2008 budget.
- A maximum of \$800 maximum for Budget for Save A Life Sunday was recommended from Committee

(h) Liaison Committee (Cary Iaccino, Chair): General Report

- Liaison Committee is now set up.

14. **Discussion and Possible Action:** Possible RNC support the Motion of City Council Member Janice Hahn to revisit the issue of financial disclosure in relation to the NC Council File Motions and recommend that the currently approved Form 54 be replaced with a more suitable form.

Item 14 tabled until next meeting.

15. **Discussion and Possible Action:** RNC request to the Mayor that Neighborhood Council's funding remains intact. Item 15 tabled until next meeting.

16. **Discussion and Possible Action regarding:** Proposed speed limit increase on Victory Blvd between the San Diego Freeway and Shoup Ave. Between the Freeway and De Soto Ave, the speed limit would be increased from 40 mph to 45 mph. Between De Soto Ave and Canoga Ave. the 40 mph speed limit will be retained. Between Canoga Ave and Shoup Ave the speed limit would be increased from 35 mph to 40 mph.

Peter Hankwitz read letter from Department of Transportation.

Motion by Phil Merlin second by Timothy Mulholland RNC approve of the proposed limit increases as stated in the Agenda. Motion carried by 8 yeas, 4 nays, 1 present (Dissents: Lee Smith, Jerry Hill, D. J. Frank and Jim Luis)

17. **Unfinished Business**

(i) Big Sunday (May 2-3, 2009): We are seeking ideas and volunteers, and/or any comments. *What can the RNC do to make sure Reseda receives its share and*

accomplishes various goals? For more information or to volunteer, contact Phil Merlin, pmerlin@resedacouncil.org. Phil Merlin stated he will is not available for next two weeks due to jury duty.

18. New Agenda Items for the next General Meeting of the RNC Board

Peter Hankwitz - Any stakeholder can suggest any Agenda items and upon approval of the Board that item will appear on a future meeting Agenda.

Phil Merlin

- Youth Advocacy Committee approved a \$500 for a booth at the YMCA Breakfast and requests to be put on next Agenda
- Vic Requests For Funds was requested to be put on the next Agenda

19. General Announcements and Upcoming Events

Phil Merlin – Tickets for the Pancake Breakfast are given by RNC.

Jerry Hill – Apologized for missing a meeting due to family illness.

D. J. Frank – Thanked Peter Hankwitz and Faye Nia for all the hours they've devoted to RNC

20. Adjournment at 9:45 p.m.