

BOARD MEMBERS

Judy Harris-President
Jennie Palluzi-Vice President
SheRise Ford - Secretary
Michael Coleman-Treasurer
Gabrielle Castleberry-Gordon-Parliamentarian
 Mel Futrell
 Anahi Gonzalez
 Chuck Loring
 Sylvia Murillo
 Sabrina Ruvalcaba
 Cecile Salmin
 Natasha Ward



**NORTH HOLLYWOOD
 NORTHEAST NEIGHBORHOOD
 COUNCIL**

P. O. Box 16478
 North Hollywood Ca 91615-6478

Meets the 2nd WEDNESDAY @
 7:15 PM January through
 November

LA Fire Station 89
 7063 Laurel Canyon, L.A., CA
 91605

Email: Board@NHNENC.org
 Website: www.nhnenc.org
 Message Phone: 818-627-8505

NORTH HOLLYWOOD NORTH EAST NEIGHBORHOOD COUNCIL

General Board Meeting Minutes

Wednesday, November 13, 2019

7:15 P.M.

Fire Station 89

7063 Laurel Canyon Blvd, North Hollywood, CA 91605

*Facilitator reserves the right to move agenda items to accommodate speakers

Item #	Topic
I	WELCOMING REMARKS
	Call Meeting to Order – Roll Call – Flag Salute
Action	The meeting was Called to Order at 7:15pm <u>7 Present:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward <u>5 Absent:</u> Sherise Ford, Chuck Loring, Cecile Salmin, Sabrina Ruvalcaba, Anahi Gonzalez
II	COMMUNITY/GOVERNMENT REPORTS & ANNOUNCEMENTS
Action	<u>Betty Wong-Oyama- Department of Neighborhood Empowerment</u> NC Support – Only Agendas are posted Demographic Survey needs to be completed by all Board Members. Census 2020 Division – 2-5 Volunteers (board members or stakeholders) are needed by every Neighborhood Council (Judy Harris, Gabrielle Castleberry-Gordon, Cecile Salmin appointed). By-laws Deadline is April 20 th . NC Funding – Incomplete documents are being submitted. LAUSD – Signatures of Principal and Assistant Principal for NPG Non-Profits – Signatures of President or Executive Director, Secretary or Treasurer must be obtained. LAUSD – A letter from the Principal on school letterhead, the purpose, amount and date must be obtained. 501C3 – Determination Letter stating 501C(3) Status - Must benefit community. Vendors should bill invoices to Neighborhood Council % of Board Members. Emergency Declared – President has discretion of spending up to \$1000 for any emergency. Copy Betty on any submissions to the City Clerk for follow-up. Funding Training is Tuesday, November 26 th from 1:00-4:00pm at City Hall Downtown, Room 223, RSVP for parking Air B&B Short Term Rentals - as of July 1 st every host must register with the Department of City Planning and pay a fee of \$89. Only one property can be used. A penalty will be charged if not registered by November 1 st 2019. Must be a primary residence at least 6 months out of the year. Rentals are limited to 120 days annual cap. Regulations will be conducted by the Building and Safety Code of Enforcement as of Nov. 1 st . Measure H - Homeless Service Funding Community Listing Sessions. There was a meeting on how to spend tax dollars for this Measure

	<p><u>Daniel Tam – L.A. Sanitation and Environment</u> Their whole concern is public health and the environment of Los Angeles. 40,000 storm drains have been cleaned throughout the city of L.A. They are monitoring flooding intersections are being monitored in Northeast San Fernando Valley area. About a billion straws that are used once and are throw out in the U.S. every year. An ordinance has been proposed that straws need to be requested. Bulky Items – Donate it or call Customer Service Center for pick-up Recyclable Items are not being landfilled. Website: www.lacitysand.org Sign up for Leaflet newsletter. Conservation of water in the Valley, home composting, free mulch, free trees was discussed Japanese Gardens need volunteers and they have tours.</p>
III	GENERAL PUBLIC COMMENT ON NON-AGENDA ITEMS:
Action	<p><u>Sarah Ramsawack</u> New General Manager of DONE has attended VANC and Plan Check. VANC Meeting is Thursday, November 14, 2019. There will be new ways to vote starting January 1, 2020. There will be no precincts. Voting Centers will be available in State of California. There are training centers set up. There will be 11 days to vote. The last day to vote will be the first Tuesday of November</p> <p><u>Julio Delgado, Jr. - Customer-Corner.com</u> Networks are being established to communicate with small businesses. They have created a social media website as a way to communicate with other businesses to post pictures of businesses, share stories, ideas. They meet once a month.</p> <p><u>Hector Fernandez – Customer Corner</u> They want to give back to the communities. Their first meeting is Thursday, December 5th at 6:00pm at 7542 Lankershim, North Hollywood</p>
IV	PRESENTATIONS:
	a. Presentation of Budget Advocate Brandon Pender on the White Paper
Action	No presentation was made.
	b. Presentation, Discussion and possible action: Motion to approve the NPG for Sun Valley Magnet School Leadership Program. The amount requested from NC for entrance into the program and transportation equals \$2,000. The money will help send this year’s students, some of whom come from our neighborhood to an intensive all-day training designed to help them work as a team, overcome fears, set goals, and improve self-confidence & communication skills.
Action	<p><i>Judy Harris brought a motion to approve the NPG for Sun Valley Magnet School Leadership Program in the amount of \$2,000, seconded by Sylvia Murillo</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p>
V	ADMINISTRATIVE ITEMS:
	a. Discussion and Possible Action: Motion to Appoint Alternate Secretary
Action	<p><i>Judy Harris brought a motion to Appoint Alternate Secretary Sylvia Murillo, seconded by Michael Coleman</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p>
	b. Discussion and Possible Action: Motion to Appoint New Board Members 1) At Large Community Stakeholder 2023, (1) Business Representation 2021, (2) Resident Representatives 2021
Action	There were no appointments.
	c. Review and adoption of October General Board Meeting Minutes
Action	<i>Jennie Palluzzi brought a motion to approve amended Minutes of General Board Meeting Minutes for October, seconded by Gabrielle Castleberry-Gordon</i>

	<p><u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p> <p><i>Jennie Palluzzi brought a motion to Review and adoption of October General Board Meeting Minutes as amended, seconded by Gabrielle Castleberry-Gordon</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p>
	<p>d. Review and adoption of the Monthly Expenditure Report for October 2019</p>
Action	<p><i>Judy Harris brought a motion to review and adoption of the Monthly Expenditure Report for October 2019, seconded by Michael Coleman</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p>
	<p>e. Discussion and Possible Action: Motion to Review and Approve DONE Inventory Report</p>
Action	<p><i>Gabrielle Castleberry-Gordon brought a motion to Review and Approve DONE Inventory Report, seconded by Michael Coleman</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p>
	<p>f. Discussion and Possible Action: Motion to Review & Approve FY 18/19 Inventory Report</p>
Action	<p><i>Jennie Palluzzi brought a motion to review & Approve FY 18/19 Inventory Report, seconded by Michael Coleman</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p>
	<p>g. Discussion and Possible Action: Motion to appoint up to 3 additional board members to submit Community Impact Statements on behalf of the Neighborhood Council</p>
Action	<p><i>Michael Coleman brought a motion to appoint up to 3 additional board members (Jennie Palluzzi, Mel Futrell), to submit Community Impact Statements on behalf of the Neighborhood Council, seconded by Jennie Palluzzi</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p>
VI	<p>MOTIONS AND RESOLUTIONS:</p>
Action	<p>1. Presentation, Discussion, and Possible Action: Motion to develop and approve outline of marketing plan for Digital and Social Media Ad Hoc committee to develop <i>Jennie Palluzzi brought a motion to develop and approve outline of marketing plan for Digital and Social Media Ad Hoc committee to develop, seconded by Michael Coleman</i> <i>There was no vote</i></p> <p><i>Gabrielle Castleberry-Gordon brought a motion to send Item #1 back to Digital and Social Media Ad Hoc Committee, seconded by Judy Harris</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p> <p>2. Discussion and possible action: Motion to create a Public Safety/Emergency Preparedness Committee <i>Jennie Palluzzi brought a motion to table Item #2, seconded by Judy Harris</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p>

3. Discussion and possible action: Motion to nominate a chair to the Public Safety/Emergency Preparedness Committee

Jennie Palluzzi brought a motion to table Item #3, seconded by Judy Harris

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

4. Discussion and possible action: Motion to assign members to the Public Safety/Emergency Preparedness Committee

Jennie Palluzzi brought a motion to table Item #4, seconded by Judy Harris

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

5. Discussion and possible action: Motion to create an Education Committee

Jennie Palluzzi brought a motion to table Item #5, seconded by Judy Harris

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

6. Discussion and possible action: Motion to nominate a chair for the Education Committee

Jennie Palluzzi brought a motion to table Item #6, seconded by Judy Harris

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

7. Discussion and possible action: Motion to assign members to the Education Committee

Jennie Palluzzi brought a motion to table Item #2, seconded by Judy Harris

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

8. Discussion and possible action: Motion to approve the creation of a Sustainability and Organic Urban Permaculture

Judy Harris brought a motion to approve the creation of a Sustainability and Organic Urban Permaculture, seconded by Gabriel Castleberry-Gordon

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

9. Discussion and possible action: Motion to appoint Chair of the Sustainability and Organic Urban Permaculture

Jennie Palluzzi brought a motion to appoint Mel Futrell as Chair of the Sustainability and Organic Urban Permaculture, seconded by Judy Harris

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

10. Discussion and possible action: Motion to appoint members of the Sustainability and Organic Urban Permaculture

Jennie Palluzzi brought a motion to appoint Gabrielle Castleberry-Gordon, Natasha Ward, Mel Futrell to the Sustainability and Organic Urban Permaculture Committee, seconded by Gabrielle-Castleberry-Gordon

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

11. Discussion and possible action: Motion to appoint Mel Futrell as co-chair of the Digital & Social Media Committee

Jennie Palluzzi brought a motion to appoint Mel Futrell as co-chair of the Digital & Social Media Committee, seconded by Judy Harris

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

12. Discussion and possible action: Motion to approve up to \$500 for outreach materials, including clipboards, pens, NHNENC tablecloth, NHNENC table top sig, literature holder, new flyers and/or pamphlets, generic business cards for the whole board

Judy Harris brought a motion to approve up to \$500 for outreach materials, including clipboards, pens, NHNENC tablecloth, NHNENC table top sig, literature holder, new flyers and/or pamphlets, generic business cards for the whole board, seconded by Natasha Ward

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

13. Discussion and possible action: Motion to approve up to \$100 for name tags and table top name cards

Jennie Palluzzi brought a motion to approve up to \$100 for name tags and table top name cards, seconded by Judy Harris

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

14. Discussion and possible action: motion to co-sponsor an event with Valley Park Recreation center with a budget of up to \$5,000 for Holiday in the Oaks Event. The event is hosted December 7th.

Jennie Palluzzi brought a motion to resend Item #14 from the Agenda, seconded by Sylvia Murillo

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

15. Discussion and possible action to support Strathern Elementary School's Kindergarten field trip to Underwood Farms on May 1, 2020

i. MOTION: Move to approve a Neighborhood Purpose Grant request of \$1500 for Strathern Elementary School to pay for admission of 125 Kindergarten students, at \$12 per student, to Underwood Family Farms on May 1, 2020. Students will participate in a "Farmer to the Classroom" lesson revolving around nutrition and farm-to-table details. In addition, the students engage in activities such as fruit & vegetable picking and are able to bring home their "bounty" to share with family. The purpose of this outing is to allow students to understand the importance of nutrition, interaction within the community, and the step-by-step process that brings fresh food to their home. Funds approved will be allocated from the annual budget's NPG category

Judy Harris brought a motion approve a Neighborhood Purpose Grant request of \$1500 for Strathern Elementary School to pay for admission of 125 Kindergarten students, at \$12 per student, to Underwood Family Farms on May 1, 2020. Students will participate in a "Farmer to the Classroom" lesson revolving around nutrition and farm-to-table details. In addition, the students engage in activities such as fruit & vegetable picking and are able to bring home their "bounty" to share with family. The purpose of this outing is to allow students to understand the importance of nutrition, interaction within the community, and the step-by-step process that brings fresh food to their home. Funds approved will be allocated from the annual budget's NPG category, seconded by Gabrielle Castleberry-Gordon

7 Ayes: Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward

Vote: (7-0-0) Motion Passes

	<p>16. Discussion and possible action: Motion to approve a Board Member Retreat for a Saturday in January 11, 2020 <i>Jennie Palluzzi brought a motion to amend Item 16 to use an on-line scheduling software program/website to find a date in Q1 2020 for Board Member Retreat, seconded by Mel Futrell</i> <u>5 Ayes:</u> Jennie Palluzzi, Michael Coleman,, Mel Futrell, Sylvia Murillo, Natasha Ward 2 Abstentions: Judy Harris, Gabrielle Castleberry-Gordon Vote: (5-0-2) Motion Passes</p> <p><i>Jennie Palluzzi brought a motion to use an on-line scheduling software program/website to find a date in Q1 2020 for Board Member Retreat, seconded by Mel Futrell</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p> <p>17. Discussion and possible action: Motion to appoint Gabrielle Castleberry-Gordon as our sustainability liaison <i>Jennie Palluzzi brought a motion to amend Item 17 to appoint Gabrielle Castleberry-Gordon and Mel Futrell as our sustainability liaison, seconded by Natasha Ward</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p> <p><i>Jennie Palluzzi brought a motion to appoint Gabrielle Castleberry-Gordon and Mel Futrell as our sustainability liaisons, seconded by Michael Coleman</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p> <p>18. Discussion and possible action: Motion to approve Census Workshop for January 23rd, Thursday at 6pm at the Valley Plaza Rec Center co-hosted by the Mayor's Office and Councilman Krekorian's Office; approve up to \$1000 for refreshments, such as water, pastries, and other finger foods, and for translations services <i>Jennie Palluzzi brought a motion to approve Census Workshop for January 23rd, Thursday at 6pm at the Valley Plaza Rec Center co-hosted by the Mayor's Office and Councilman Krekorian's Office; approve up to \$1000 for refreshments, such as water, pastries, and other finger foods, and for translations services, seconded by Gabrielle Castleberry-Gordon</i> <u>7 Ayes:</u> Judy Harris, Jennie Palluzzi, Michael Coleman, Gabrielle Castleberry-Gordon, Mel Futrell, Sylvia Murillo, Natasha Ward Vote: (7-0-0) Motion Passes</p>
VII	BOARD AND COMMITTEE REPORTS
Action	<p><u>Michael Coleman – Land Use Committee</u> - Ralphs near Laurel Canyon is going to be remodeled into a Planet Fitness.</p> <p><u>Jennie Palluzzi – By-Laws Committee</u> – Committee approved changes to By-Laws, but awaiting approval from Betty Wong-Oyama. Re changing North East to Northeast NC will take back to By-Laws Committee.</p> <p><u>Jennie Palluzzi – Resilience Liaison</u> – An emergency plan is being worked on. Jennie Palluzzi – Executive Committee – The demographic survey was discussed, An update on the _____ Event – she attended and stated five new signups for the newsletter was obtained.</p> <p>Gabrielle Castleberry-Gordon _____</p>
XII	ADJOURN:
Action	The meeting adjourned at 9:48pm