

BOARD MEMBERS

Judy Harris-President
SheRise Ford – VP &Secretary
Gabrielle Castleberry-Gordon-Parliamentarian
 Mel Futrell
 Jennie Palluzzi
 Cecile Salmin
 Natasha Ward
 Zaid Diaz-Arias – Student Rep



**NORTH HOLLYWOOD
 NORTHEAST NEIGHBORHOOD
 COUNCIL**

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

Meets the 2nd WEDNESDAY @
 7:00 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
Board Meeting and Retreat Minutes
Wednesday, August 12, 2020
7:00 P.M.
Via Zoom

Item #	Topic
1	Call Meeting to Order – Roll Call - Welcome
	The meeting was called to order at 7:16 p.m.
2	Roll Call
	<u>8 Present:</u> Judy Harris, Sherise Ford, Gabrielle Castleberry-Gordon, Mel Futrell, Jennie Palluzzi, Cecile Salmin, Natasha Ward, Zaid Diaz-Arias
3	Announcements from Elected Officials/Representative, Government Agencies
	<p><u>Jessica Orellana, Field Deputy for L.A. County Supervisor Sheila Kuehl's Office 818-901-3831</u> Drive through distribution is Friday, August 14th from 9am-12pm at Calisa Community Park in Sylmar To report lack of social distancing and safety regulations of COVID 19 to Public Health Department – 888-700-9995. For a business report to 311. Department Workforce Development service offers a wide program for seniors and disabled (food delivery, medication delivery) 888-863-7411 Complete the Census on line at 2020.census.gov or by phone 844-330-2020.</p> <p><u>Jude Hernandez, Field Representative for Assemblywoman Luz Rivas</u> AB1845 (End Homelessness) is moving through the senate. Sound wall construction is to be completed late September or October. Their office has assisted more than 300 people with EDD claims. Census information is not shared with any public entities.</p> <p>Tiffany _____, Field Deputy for Councilmember Paul Krekorian's Office Webinar Resources Event for Students during COVID 19 is Thursday, August 20th at 3pm and aired on Channel 35 and streamed on the Councilmember's Facebook Grand opening of a temporary housing in CD2 for homeless individuals located on Van Nuys Blvd Office is working on additional beautification project in the No Ho East area – suggestions are welcome. Beautification – Free trees are available. Email their office with any suggestions.</p> <p><u>Brandon Pender – Budget Advocate for Region 4</u> Update on White Paper – There will be smaller White Papers prepared because of COVID 19, and will include the Neighborhood Councils in some of the areas. Their office had to deal with three grievances that arose during the election and the Retreat.</p>

4	Public Comments on Non-Agenda Items
	<p><u>Sarah Ramsawack</u> addressed the importance of being careful of what is said and what is put on the website. Board members should accept every possible learning opportunity.</p> <p><u>Maria Leonido</u> - Neighborhood Housing Services for LA County Their office offers COVID prevention, financial counseling and education, affordable learning services, project management services. Email: mleonido@lacounty.org. Phone 213-381-2862</p>
5	Opening Remarks – Semee Parks
	<p>An e letter update will be provided to the board on the EE investigation. An updated work plan will also be sent to have the NC released from EE. There will be an updated work plan to have NC released from EE as soon as the work plan is completed. The efforts of the board are recognized.</p>
6	<p style="text-align: center;">Board Retreat/Review Work Plan</p> <p>a. Set Ground Rules – Open Discussion from Board Members Board Members will get the same amount of time to speak – 2 minutes. Address comments to the chair. When hands are raised they will be acknowledged.</p> <p><u>Jennie Palluzzi</u> – She addressed the fact that there are concerns regarding losing money from the budget, missed By-laws deadline, lost chance to roll money over in encumbrance, never spent any of the \$7000 permitted by the city to spend on the emergency funds.</p> <p><u>Mel Futrell</u> – She seconded the comments of Jennie Palluzzi, there is a neglect to resolve things and Board Members have not been permitted a valid discussion. Four board members have resigned.</p> <p><u>Judy Harris</u> – In the last year the morale of the board has gone down completely due to board dynamic. She is there to help in moving forward with the board. She was contacted by the Fire Department that no meetings could be held in their facilities. There is a process to release emergency funds.</p> <p><u>Zaid Diaz-Arias</u> – He stated he agrees with Jennie and Mel's comments. The board has gone months without doing anything and he hopes to be able to go back to work as soon as possible.</p> <p><u>Gabrielle Castleberry-Gordon</u> – She stated she agrees with some of the things stated in regards to experiencing some momentum that was happening towards the end of May. She suggested having coaches for some positions as it may alleviate some of the board dynamics the board is experiencing.</p> <p><u>Cecile Salmin</u> – She suggested moving on after the release of the EE letter.</p> <p><u>Natasha Ward</u> – She wanted clarification on meeting at the Fire Department Room until the pandemic is over.</p> <p><u>Mel Futrell</u> – The concerns started long before the pandemic hit since the end of last year, and is not the core of the issue.</p> <p><u>Sherise Ford</u> – She spoke with the captain at the Fire Department and the NC cannot have a meeting until the pandemic is over. The last meeting was canceled by the Fire Department because of the pandemic.</p> <p>b. Board Orientation</p> <p>I. Review NC Board Member Oath It's a good way to get grounded on the rules and responsibilities and why we're here and it's really to represent the neighborhood to the best of our ability and respecting, valuing and considering everyone's points of view.</p> <p>II. Review Executive Officers and Board Member Roles and Responsibilities <u>President</u> -Is the Chairperson of the board of the board and member and Chair of the</p>

Executive Committee. President has ability to appoint committee chairs and acts as the official spokesperson for the council, works with the Department to notify the Department of any changes.

Vice President – Serves in the place of a president if the president is unable to serve. Vice President is a member of the Executive Committee and is the chairperson of the Elections Committee, and is the official timekeeper.

Secretary – Keeps minutes, prepares all the minutes, and is responsible for posting notices, and keeps track of all the funding compliances for board members. Secretary will also sit on the Executive Committee and also the Outreach and Community Committee. There is an opening for an alternate secretary to be appointed to assist with the duties of the secretary.

Treasurer- Maintain records, reconciles all MER's and all funding responsibilities, and acts in the case the president and vice president and secretary is absent the treasurer will take over and help run the meeting.

Mel Futrell stated she would be willing to accept the responsibility as Treasurer in the interim as a Co-Treasurer with Zaid.

Sherise Ford brought a motion to nominate Mel Futrell as interim Treasurer in co responsibility with Zaid Diaz-Arias , seconded by Natasha Ward

8 Ayes: Judy Harris, Sherise Ford, Gabrielle Castleberry-Gordon, Mel Futrell, Jennie Palluzzi, Cecile Salmin, Natasha Ward, Zaid Diaz-Arias

Vote: {8-0-0} Motion passes

III. Review Bylaws

There was a general consensus of the board to skip review of Bylaws.

c. Setting priorities for NHNENC for Fiscal Year 2020-21

Discussion from Board Members of 6 month and 1 year goal

d. Discussion and/or possible action to review and approve submission of Administrative Packet

I. Discussion and/or possible action to appoint Treasurer

Sherise Ford brought a motion to appoint Mel Futrell as Treasurer, seconded by Natasha Ward.

II. Discussion and/or possible action to appoint 2nd Signer

Sherise Ford brought a motion to appoint Sherise Ford as the second signer, seconded by Jennie Palluzzi

III. Discussion and/or possible action to appoint Alternate Signer – Judy Harris

IV. Discussion and/or possible action to appoint 1st Bank Card Holder – Judy Harris

V. Discussion and/or possible action to appoint 2nd Bank Card Holder – Mel Futrell

VI. Discussion and/or possible action to approve allocation to Operational Expenditures

VII. Discussion and/or possible action to approve allocation to Outreach Expenditures

VIII. Discussion and/or possible action to approve allocation to Election Expenditures

IX. Discussion and/or possible action to approve allocation to NPG Expenditures

X. Discussion and/or possible action to approve allocation to CIP Expenditures

XI. Discussion and/or possible action to approve and/or renew leases and agreements

Cecile Salim brought a motion to same allocation as last year be applied on the operational Outreach, Election, NPG, CIP expenditures, seconded by Judy Harris

Judy Harris brought a motion to approve the Admin Package as written, seconded by Sherise Ford

8 Ayes: Judy Harris, Sherise Ford, Gabrielle Castleberry-Gordon, Mel Futrell, Jennie Palluzzi, Cecile Salmin, Natasha Ward, Zaid Diaz-Arias

Vote: (8-0-0) Motion Passes

	<p>e. Discussion and/or possible action to develop outreach strategies to recruit candidates for vacant seats:</p> <ol style="list-style-type: none"> I. Resident Seat 2021 (B) II. Resident Seat 2021 (B) III. Resident Seat 2023 (A) IV. Resident Seat 2023 (A) V. Business Seat 2021 (B) VI. At-Large Community Seat 2021 VII. Community Interest Seat 2021 VIII. Alternate Youth Seat 2021 <p>f. Discussion and/or possible action to prioritize outreach events during COVID 19</p> <p>g. Discussion and/or possible action to set future meeting dates – Does current date work for all? Admin Complete Conduct communications training and complete the virtual governance training. Ten Things to Know as a Neighborhood Council Board member was discussed. Code of Conduct Training Policy was discussed to be emailed to Board Members. Virtual Governance Training. Candidate Outreach was discussed.</p> <p>h. Discussion and/or possible actions related to next steps for NHNENC’s</p> <ol style="list-style-type: none"> I. Bylaw amendments II. Committee assignments III. Trainings IV. Additional input from the Board Members
	<p><u>Goals for the Board:</u></p> <p><u>Zaid Diaz-Arias</u> – Get more committees established specifically the Education Committee, prioritize social media.</p> <p><u>Jennie Palluzzi:</u> Focus, Fill Board Seats, Get communities to meet regularly again. Add committees throughout the year, spend all the funds this year.</p> <p><u>Gabrielle Castleberry-Gordon</u> – Get more committees up and running. Find some way to communicate more efficiently so things can be going on. Do more virtual outreach and events that people can get involved with.</p> <p><u>Sherise Ford:</u> Need to revitalize the actual committees that have already been established. One year goal - to fill the board seats, starting up committees, and meeting on a regular basis.</p> <p><u>Mel Futrell:</u> Have an understanding as to the responsibilities as a Board and as Executive Board Members. Need backup plan if committees cannot meet.</p> <p><u>Sherise Ford</u> – Set Executive Meeting second Wednesday of the month.</p> <p><u>Seeme</u> – Take committees from new By-laws and establish standing rules. Executive Committee come up with new date to meet to start setting agenda for new board meeting.</p> <p><u>Sherise Ford:</u> <u>Recap Six Month Goals.</u> To revisit and revise committees we have currently. Set up the agenda move forward to add the new committees, social media and digital outreach</p> <p><u>Recap Year Goal</u> – Social media outreach, fill in our board, getting on one accord.</p>
7	Adjournment
	<p><i>Judy Harris brought a motion to adjourn the meeting, seconded by Cecile Salmin</i></p> <p>3 Yeas: Judy Harris, Cecile Salmin, Natasha Ward</p> <p>3 Nays: Jennie Palluzzi, Zaid Diaz-Arias. Mel Futrell</p> <p>2 Abstains: Gabrielle Castleberry-Gordon, Sherise Ford</p> <p>Vote: (3-3-2) Tied</p>

	<p><i>Sherise Ford brought a motion to adjourn meeting by 9:45pm, seconded by Gabrielle Castleberry-Gordon.</i></p> <p><u>5 Yeas</u>: Jennie Palluzzi, Zaid Diaz-Arias, Gabrielle Castleberry-Gordon, Sherise Ford, Mel Futrell</p> <p>0 Nays:</p> <p><u>2 Abstentions</u>: Natasha Ward, Cecile Salmin</p> <p><u>1 Absence</u>: Judy Harris</p>
	<p><i>Sherise Ford brought a motion to adjourn meeting, seconded by Natasha Ward</i></p>
	<p>Meeting adjourned at 9:32pm</p>