



**NORTH HOLLYWOOD NORTHEAST
NEIGHBORHOOD COUNCIL**

COMMITTEE REPORT

Committee Name:

Executive Committee

Chairperson:

Zaid Diaz-Arias, President

Meeting Date(s):

August 14, 2024

October 23, 2024

Report Date:

November 20, 2024

1. Summary of Activities

● **Meeting Attendance:**

Zaid, Jennifer, Michael, Jennie

● **Key Topics Discussed:**

The Executive Committee reviewed our webmaster's report on website services, costs, social media traffic, and newsletter engagement to improve digital outreach. We also discussed transitioning Board Member emails to dedicated addresses with cloud storage and established a formal process for approving variable charges to ensure transparency. Potential amendments to the Standing Rules were considered to enhance governance. Lastly, the status of past Neighborhood Purpose Grants was assessed, and new applications were reviewed.

2. Ongoing Projects/Initiatives

● **Project Name 1: Annual Goals for the Neighborhood Council**

○ **Status:** In Progress

○ **Details:** The executive committee developed 5 goals for the 2024-25 fiscal year, which are as follows: 1) We are on track to spending all of our money with very limited funds left, 2) We have followed up with every nonprofit who applied for an NPG this year and requested their Completion Form, 3) We continue to work to execute 3 community improvement projects (Lankershim Slope in Progress, Utility Box in progress) 4) Out of our 25 community impact statements Goal we have approved and posted 10 CIS's thus far, and 4 were just approved this meeting, and 5) Chairs have been completing their reports pretty well for the most part, as we only require it every quarter.

○ **Next Steps:** Continue to meet as a committee to follow-up and ensure we are completing out our goals

- **Challenges/Concerns:** None.
- **Project Name 2: Board Retreat**
 - **Status:** Planning
 - **Details:** Plan and execute a board retreat for the entire Neighborhood Council to increase our partnership, teamwork, and efficiency in February 2025.
 - **Next Steps:** Agendize a special executive committee meeting to plan solely this retreat.
 - **Challenges/Concerns:** None.
- **Project Name 2: Budget Analysis**
 - **Status:** Pending
 - **Details:** Review and assess our budget in January 2025, and again in March 2025 to clearly identify the Council's financial commitments, expenses to date, and make any necessary adjustments.
 - **Next Steps:** Schedule committee meetings for those months.
 - **Challenges/Concerns:** None.

3. Upcoming Events/Meetings

- December 11 at 8pm.

4. Budget/Resource Needs

- **Current Budget Status:** Not applicable.
- **Additional Resources Needed:** No.

5. Other Relevant Information

- None