



COMMITTEE REPORT

Committee Name:

Executive Committee

Chairperson:

Jennifer Clark (Vice Chair)

Meeting Date(s):

January 21, 2025

Report Date:

January 22, 2025

1. Summary of Activities

● **Meeting Attendance:**

Members Present: Vice-Chair Jennifer Clark, Jennie Palluzzi, Michael Coleman (late)

Ex-Officio Member: n/a

Others Present: Audrey Krause and Stephen Clark

● **Key Topics Discussed:**

The Executive Committee discussed the following: Public Comment Total Meeting Time Limits - recommendation forwarded to amend the Standing Rules to add "*A member of the public wishing to speak on multiple agenda items at a single meeting shall limit their remarks to a total of ten (10) minutes per meeting.*"; NPG Additional Requirements when reviewing applications - Suggestions made and a draft will be submitted for review at the February committee meeting; Consideration & Denial of a submitted NPG application from Beautify L.A.; Upcoming Board Retreats; Discussion around NHNENC virtual meetings &/or Live Streaming meetings; Consideration & approval of a CIS for Council Files: 1) 24-0252 2) 25-0006-S16; Consideration & Approval of Resolutions for: 1) LA City Budget Reform 2) LA City Council removing option for Public Comment via teleconference (Only option is In Person or Written)

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(s)**
 - **Status:** Planning
 - **Details:** Plan and execute two board retreats for the entire Neighborhood Council to increase our partnership, teamwork, and efficiency in February & September 2025.
 - **Next Steps:** Agendize a special executive committee meeting to plan solely this retreat.
 - **Challenges/Concerns:** Time Remain for planning the February date; Requesting speakers for the September date and not being able to vote for any money for this until July.
- **Project Name 3: Budget Analysis & Fiscal Process Review**
 - **Status:** Pending
 - **Details:** Review and assess our budget in March 2025 to clearly identify the Council's financial commitments, expenses to date, and make any necessary adjustments for the Council to vote on at the March Board meeting; Review Council's Fiscal Process and adjust as needed
 - **Next Steps:** Schedule agenda item to discuss budget at March's committee & board meetings; Reschedule Fiscal Process Review to February committee meeting.
 - **Challenges/Concerns:** None
- **Project Name 4: Youth Engagement of High School students**
 - **Status:** Planning & Discussion; appointment of Reanna Lee as a Committee Stakeholder Member.
 - **Details:** Received Template Letter from DONE to introduce NC to schools.
 - **Next Steps:** Committee members to arrange In Person visits to targeted Leadership groups; Continued Discussion; Continued engagement with Youth who email for more info
 - **Challenges/Concerns:** Volunteer time in planning & connecting with High Schools
- **Project Name 5: Development of Emergency Spending Plans & Response Procedures for Declared States of Emergency.**
 - **Status:** Planning & Discussion;
 - **Details:** Create prepared guidance for NHNENC to have on hand for Declared States of Emergency including Spending Plans for different types of emergencies.
 - **Next Steps:** Reschedule agenda item for February committee meeting
 - **Challenges/Concerns:** None

3. Upcoming Events/Meetings

- Committee meeting on February 11, 2025

4. Budget/Resource Needs

- **Current Budget Status:** Not applicable.

- **Additional Resources Needed:** None

5. Other Relevant Information: None