



UNITED NEIGHBORHOODS OF THE HISTORIC ARLINGTON HEIGHTS, WEST ADAMS AND JEFFERSON PARK COMMUNITIES NEIGHBORHOOD COUNCIL

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UNNC Governing Board Meeting

Thursday, April 1, 2010
Council District 10 Field Office
1819 S. Western Ave.
Los Angeles, CA 90006

MINUTES

(approved May 6, 2010)

President Stevie Stern opened the meeting at 6:50 p.m. A quorum was present.

Members present: Laura Meyers, Norman Gilmore, Stevie Stern, Wesley Todd, Billie Green, John Arnold, Stephen Wallis, Betty Phillips, Jess Bravo, Mason Bendewald, Evangela Anderson, Ed Turner, Marva Maxey, Moon Chung.

Members absent: Gus Harris, Jr., Andrea Dunlop, Brenda Bankhead, Roy Amemiya, Joyce Smith, Tae Kim, Brian Song, Marco Giordano.

AGENDA

Stevie Stern moved that the Committee updates be amended to include Rec & Parks, Elections ad-hoc and Tree committee.

Laura Meyers moved to approve the agenda as amended.

Jess Bravo seconded.

Vote: Approved unanimously.

PUBLIC COMMENT

Reggie Jones-Sawyer presented himself as a candidate for the 47th Assembly District. He is currently the Director of Asset Management for the City of Los Angeles.

Tomasita Spann announced a 1st Annual Health Fair with free screenings. It will be held near/at St. Pauls Lutheran Church 2535 9th Avenue on May 22nd from 9am to 2pm. Five mobile vans will be providing free health screenings. For more info contact info_mayhealthfair@yahoo.com or the church website www.stpaulslutheranla.org.

Participants in Barbara H Clark's storytelling workshop will be presenting the 5th Annual "Tell Me a Story" recital. The performances will be Wednesday May 12th, starting at 1:00 pm to 3:00 pm. At the Vineyard Senior Center, 1942 Vineyard Ave, LA 90016. Call 323-292-2666 for more information.

Julia McAlle asked for contacts that could advise her on starting a block club.



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Sandra Pruitt stated that she was interested in putting on an event at the Leslie Shaw park in August and said she was interested in working with UNNC.

Laura Meyers announced that the West Adams Historical Association is having an event Sunday May 23rd at Vintage Hollywood. Check their website for details. <http://www.westadamsheritage.org/>

Council District 10 Update – Sylvia Lacy:

The Farmer's Market at Wellington Road and Washington Sq. has gotten started and is open every Sunday from 9:00 am to 1:00 pm. Go!

CD 10 is planning a big cleaning and weeding push for Washington Blvd from Normandie to Fairfax. It may take two or three Saturdays to pull off. Big Sunday is the 1st Sunday in May, but probably it's too late to coordinate resources with Big Sunday projects.

3200 W Adams Blvd, Frederick Douglass High School Conditional Use Permit and safety issues:

Dr. Morrow was not present. Billie Green briefly summarized the comments made by Dr. David Morrow, Director of the school at the Executive Committee meeting.

Donna Jones and Linda Marais of West Adams Avenues presented collections of recent photos documenting continued jay walking, illegal u-turns, unpermitted pick-ups and drop-offs on Adams, and student drivers parking in the neighborhood.

Discussion of proposed new, pre-fabricated UAP-restroom at the Benny H. Potter/West Adams Avenues Park – presentation.

There are potential concerns about the design and the function. The design is 80% complete. The engineer and architect have not presented to CD10 staff yet. Whoever requested the agenda item didn't appear to present. There are questions about availability of storage for sporting equipment. Two different sets of plans and plan descriptions have previously been circulated. One set looks good, the other set is a cause for concern. After extensive discussion, it became clear that no one knew which set of plans was currently operative and it's important to find out soon.

MOTION: Ed Turner moved that this issue be tabled until we get official current plans presented.

Evangela Anderson seconded.
Vote: Approved unanimously.

EXECUTIVE COMMITTEE BUSINESS

COMMITTEE BUSINESS

- A. Jefferson Park Neighbors' Life Path 2010, a Youth Conference and Festival
Luis South presented a funding request for LifePath 2010, a single day event scheduled for April 17th in Leslie Shaw Park. The event is focused on encouraging youth to learn about a variety of careers and post-high school education opportunities. The total funds requested are \$1,411 to cover various items such as stage rental, event liability insurance, room rental, a promotional banner, and archival taping. The funding request listed extensive in-kind donations of equipment, space, and volunteer time.



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MOTION: Jess Bravo moved to fund the above request up to \$300 for the stage, up to \$200 for materials for filming, and up to \$300 for banners.

Ed Turner seconded.

Vote: 9 in favor, 3 opposed, 2 abstaining.

- B. Evangela Anderson reported for the Parks Committee on proposed improvements to Benny Potter Park.

The LVNOC (?) has a proposed plan for the Benny Potter Park annex park, which is currently a few trees and grass. Improvements including new seating, new landscaping, new walking paths and many other features are being funded by Proposition K funds. Designs are in progress.

- C. Toni Brooks-Floyd, President of Friends of the Washington Irving Library, presented a funding request for up to \$400 to help fund cleanup of the Washington Irving Library on April 17th, 2010. The request is for water, pizzas, fruit, and snacks for volunteers working on the cleanup. Community BUILD, AADAP, and Los Angeles Conservation Corps will be participating partners. Also members of the Avenues Neighborhood Watch and Association, Friends of the Washington Irving Library and parents and students from surrounding schools are expected to help.

MOTION: Laura Meyers moved to fund the above request for up to \$400.

Marva Maxey seconded.

Vote: Approved unanimously.

Evangela Anderson and Marva Maxey departed. (12 board members remained so we still had a quorum.)

- D. Norman Gilmore presented an office equipment and outreach equipment funding request for up to \$4910.

Item 1: UNNC just produced 24x36 posters to show the UNNC map, meeting times, help explain the purpose of UNNC, and show UNNC projects, etc. The posters are done, and now we need stands that will be easy to transport by volunteers, easy to setup, and stable in at least a light breeze. After careful research, the following recommendation is made:

AAA Flag & Banner

Qty	Item	Price
4	Poster Stands - eight foot Tee stands with outdoor base	147.50 /each
	subtotal	\$590.00
	tax	\$54.58
	total	\$644.58

Requested Budget: \$650.



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Item 2: The ad used for Neighborhood News and the Flyer needs to be updated with election related content, and then updated post-election. Linda Frost Design provides graphic design services to UNNC at \$90/hour. Linda Frost recently did excellent work on our ad, our posters, and our business cards.

Estimated budget: \$180 per update.

Printing 1000 updated flyers in August: \$150, including tax and shipping.

Requested budget: \$510.

ITEM 3: We have a Mitsubishi projector which can be used at Governing Board meetings to show maps, photos, and other information relevant to the agenda items. We could use a medium size portable screen so that we can show a clear image to a large group. We need a small one that is easy to take to meetings in smaller meeting rooms or homes. We need lightweight models since we don't have storage where we meet.

FocusedTechnology.com lists the following prices for lightweight screens that are appropriate for our situation:

Qty	Item	Price
1	Draper MicroScreen Portable Projection Screen 30x40	\$154.00
	30" x 40" Draper MicroScreen Carrying Case - 230303	\$40.00
1	Da-Lite Theater Lite Mobile Projection Screen 48x64	\$239.00
	Shipping	\$37.50
	Tax	\$35.72
	Total	\$506.22

Requested Budget: \$550

ITEM 4: Request for Funding for Laptop and accessories:

UNNC currently owns one laptop, a Dell Inspiron 5150 purchased on January 4, 2004. The laptop currently has 512MB of memory (upgradeable to 2GB total). The laptop does not have WiFi capability built in. This laptop is currently used by the treasurer for QuickBooks. We should add memory and WiFi capability to this laptop to maximize its usefulness. For example, with WiFi capability, the treasurer can pay some invoices online, thus drastically reducing paperwork.

UNNC will be upgrading its website soon and increasing our web and email based outreach and communications. As a result, there will be regular content updates by UNNC board members. In addition, we are using the projector more at meetings, and may have another person take responsibility for showing items on the screen. Currently officers other than the treasurer are using their personal computers for all UNNC business. Elections are being held in June, and potentially new board members would have limited office equipment to work with.

For these reasons, we think it is prudent to purchase two additional laptops, two licenses for Microsoft Office 2007 (with free upgrade to 2010) and related accessories, as well as upgrades for the existing laptop. One will be used primarily by the President, and one will be used by various board members during meetings or at the UNNC office.

Laptop models, prices, and purchase procedures were checked at three stores: Best Buy, Newegg, and California Computer. The city may require us to pay by check, which limits our ability to get the lowest price. Only California Computer will quote a fixed price and hold the quote for the 60 days necessary to get a check from the city.

Requested budget: \$3200.



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MOTION: Laura Meyers moved to fund up to \$650 for four Poster Stands, up to \$510 for design services for ads, up to \$550 for portable projector screens, and up to \$3200 for two laptops, related software and accessories.

Stephen Wallis seconded.

Vote: Approved unanimously.

- E. Laura Meyers presented a Survey LA funding request. In partnership with West Adams Heritage Association, LA City Planning Historic Resources section, and the SurveyLA project team, this project would supplement and complete the SurveyLA historic resources survey of Arlington Heights, Angelus Vista, and Nevins Tract neighborhoods of UNNC. The work involves researching historical building permits and entering them into a city database. UNNC previously approved these funds on June 4, 2009.

MOTION: Norman Gilmore moved to support the request previously approved by the UNNC Governing Board on June 4, 2009, but in a format structuring the funding as a Neighborhood Purposes Funding Grant to implement our partnership collaboration on Survey LA, in the event that our previous funding request is deemed improperly structured by DONE.

Stephen Wallis seconded.

Vote: 11 in favor, none opposed, 1 recusal.

- F. Laura Meyers reported on the Washington Square Draft Environmental Impact Statement (DEIR).

MOTION: Laura Meyers moved that UNNC advocate via letter to the appropriate parties that since the Washington Square project is presented as two completely separate options in the Draft Environmental Impact Statement, that two separate public hearings should be conducted, one for each option.

John Arnold seconded.

Vote: Approved unanimously.

- G. Stevie Stern presented an update on the Election ad-hoc committee.
The city decided to remove all funding for elections outreach from the City Clerk last year. Neighborhood Councils are solely responsible for informing stakeholders about the upcoming election and election procedures.

The election ad-hoc committee proposes to take out newspaper ads in several local newspapers such as Neighborhood News, Mid-City Press, The Wave, The Sentinel, purchase 6 to 8 bus bench ads in our area, deliver door hangers to our entire community twice, and produce flyers in various sizes, as well as support a candidate meet-and-greet forum.

MOTION: Stevie Stern moved that the Elections Ad-Hoc committee be allocated an additional \$10,000 to be spent on the above types of elections outreach and for refreshments at the scheduled candidate meet-and-greet forum.

Due to lack of itemized pricing, many members of the board were not comfortable with the full



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request.

Stevie Stern accepted a friendly amendment to reduce the request to an increase of \$3,000.

Jess Bravo seconded.

Vote: 11 in favor, 1 opposed.

Betty Philips departed.

APPROVAL OF MINUTES

There was no longer quorum for approval of last month's minutes.

TREASURER'S REPORT

DONE required us to submit our demand warrant requests for any contracts that were open. We submitted about \$28,000 of requests from our budget, which were all for project approved in the 2008-2009 fiscal year.

PayPal accounts were canceled by DONE. There is no petty cash. Now there are only checks/demand warrants. The credit card maximum will be \$2500, up from \$1000.

PRESIDENT'S UPDATE

John Arnold agreed to order the food for the May meeting.

ANNOUNCEMENTS

None.

Meeting adjourned at 9:37 p.m.

Respectfully submitted,
Norman Gilmore
UNNC Secretary
April 24, 2010

Attachments:
Estimated prices for office equipment.

UNNC Funding Request for Office Equipment

Upgrades for UNNC existing Dell Inspiron 5150 Laptop

BELKIN F5D8013 N Wireless Notebook Card	69.00	1	69.00
1GB PC-2700	39.00	2	78.00
Microsoft Office 2007 Standard with free upgrade to Office 2010	379.00	0	-
			Subtotal \$ 147.00

Laptop #1 - One Year Warranty

ASUS P50IJ-X2 (4 usb ports, VGA, no HDMI, 1 yr warranty)	689.00	1	689.00 **
Extra power adapter for above laptop	55.00	1	55.00
Microsoft Office 2007 Standard with free upgrade to Office 2010	379.00	1	379.00
Laptop carrying case	69.00	1	69.00
Laptop USB mouse (small size, retracting cord style)	19.00	1	19.00
Belkin Travel Surge Protector – folding plug, 2 outlet	19.00	1	19.00
			Subtotal \$ 1,230.00

Laptop #2 - Two year warranty, VGA+HDMI - Select one:

ASUS X83VP-A1 (pros: faster, 14.1" screen)	-	1	999.00 **
ASUS UL50Vt-X1 (pros: battery life, 15.6" screen)			**
Extra power adapter for above laptop	55.00	1	55.00
Microsoft Office 2007 Standard with free upgrade to Office 2010	379.00	1	379.00
Laptop carrying case	69.00	1	69.00
Laptop USB mouse (small size, retracting cord style)	19.00	1	19.00
Belkin Travel Surge Protector – folding plug, 2 outlet	19.00	1	19.00
			Subtotal \$ 1,540.00

General Purpose Laptop and Office Accessories

Anti-Virus Software, 1 year: ESET NOD32, 3 user pack	89.00	1	89.00
Kingwin ADP-02 HDMI(F)/DVI(M) adapter (for using projector)	10.00	1	10.00
Rosewill 15 ft HDMI/HDMI cable (for using projector)	19.00	1	19.00
25 ft. VGA Cable with full pins for DDC/Plug&Play (for using projector)	39.00	1	39.00
Belkin Pivot Surge Protector BP112230-08	45.00	1	45.00
D-Link DGS-2205 10/100/1000Mbps 5-Port Green Technology Desktop Switcl	49.00	1	49.00
15' Rosewill Cat6 Ethernet cable, snagless boots, assorted colors	9.95	3	29.85
			Subtotal \$ 280.85

Grand Total			3,197.85
California Computer quote for above items except laptop#2			2,198.85
Newegg - shopping cart for above items except laptop#2			1,604.20
Price Difference between California Computer and Newegg			594.65

However, Newegg does not allow payment by check, and we can't pay by Visa over \$1000. So we have to go with a seller who takes checks.

Best Buy takes checks, but best deal changes weekly.

We are looking for laptops with these minimum specs:

15" – 15.6" LED or LED backlit screen

Windows 7

Memory 4GB

Wireless B/G/N and 10/100/1000 Ethernet

1 microphone input and 1 headphone output

EITHER 4 USB ports (one can be ESATA/USB combo) and VGA

OR 3 USB ports and 1 HDMI and 1 VGA

SD card reader (SD and any combo ok, 3-in-1, 5-in-1, 8-in-1, etc.)

Black keys on keyboard. No texture on palm rests. Easy to clean fingerprints off case.

** Laptop model numbers shown are just suggestions since discounts and promotions change often.