



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

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## UNNC Executive Committee Meeting

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Tuesday, December 17, 2013  
Council District 10 Field Office  
1819 S. Western Ave.  
Los Angeles, CA 90006

### MINUTES

(approved January 21, 2014)

#### **CALL TO ORDER**

Vice-President Billie Green opened the meeting at 7:04 p.m. A quorum was present.

**Members present:** Stevie Stern, Billie Green, Norman Gilmore, Fletcher Kauffman.

**Members absent:** None.

**Additional UNNC board members present:** Jeff Camp, Marius Stelly.

#### **APPROVAL OF AGENDA**

**MOTION:** Norman Gilmore moved to approve the agenda, noting that October 2017 minutes will also be presented for approval.

Stevie Stern seconded.

Vote: Approved unanimously.

#### **PUBLIC COMMENT**

Norman Gilmore presented the donation envelope from Los Angeles Park Foundation that will be used for Leslie Shaw Park fundraising.

#### **EXECUTIVE COMMITTEE BUSINESS**

- A. Funding Request – 6th Avenue Elementary School – Rowel Salvador, Assistant Principal –  
ACTION

Rowel Salvador, Assistant Principal for Sixth Avenue School, presented a funding request for 4 wireless network projectors for Sixth Avenue School.

He has been at LAUSD for 18 years and two years at Sixth Avenue School. He also works at two other LAUSD schools, Crescent Heights and Mid-City Magnet. Other schools raise funds from parent groups. Magnet schools also get additional resources. He reports that Sixth Avenue School has a lot of needs. Parents are contributing time, but do not have the financial resources available in other areas.



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He has heard today that LAUSD is going to consider some technology funding requests, and allow transferring funds between accounts to allow technology purchases.

Their ultimate goal is to provide a projector for each classroom.

Mr. Salvador stated that CD 10 has encouraged Thomas Safran Associates (TSA), developer of Jefferson Square, to partner with 6th Avenue School. TSA has agreed to purchase 10 projectors for the classrooms there. TSA is also renting the school's parking lot and so the school is able to raise additional funds from that rental.

Members of the Exec Committee encouraged Mr. Salvador to research funding available from corporate sponsors and offered specific leads to help him acquire funding for additional technology for the school.

He presented a funding request for four wireless LCD projectors. They have four 5<sup>th</sup> Grade classrooms. Four projectors would cost \$3,243.00.

**MOTION:** Stevie Stern moved to recommend that the UNNC Governing Board consider funding up to two wireless network projectors for the Sixth Avenue School.

Norman Gilmore seconded.

Vote: Approved unanimously.

## B. Funding Request – UNNC Banners – Jess Bravo – ACTION

Periodically, winter storms and Santa Ana's damage some of the UNNC street banners along our boulevards. UNNC Board member Jess Bravo has inventoried the banners that are currently ripped/dangling or missing.

**MOTION:** Norman Gilmore moved to recommend to the UNNC Governing Board that up to \$350 be approved for repairing and installing replacement UNNC street banners.

Stevie Stern seconded.

Vote: Approved unanimously.

## C. Funding Request – UNNC Bags for outreach – ACTION

Postponed. Billie Green did not receive the vendor quote yet.

## D. Funding Request – UNNC outreach giveaway of work gloves – ACTION

Jeff Camp presented pricing for various types of work gloves that could be branded with the UNNC logo for promoting neighborhood cleanups.

Option C, with the yellow color, leather palm, rubberized safety cuff was recommended out of several options presented.

The following pricing is from Promo Shop.

250 @ \$6.75 each = \$1,687.50



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500 @ \$6.35 each = \$3,175.00  
1000 @ \$5.65 each = \$5,650.00

Set up 1 color logo for \$75.  
Set up 2 color logo for \$195.

It takes 15 days to produce.

**MOTION:** Norman Gilmore moved to recommend to the Governing Board that UNNC fund up to \$1940 for 250 UNNC branded work gloves.  
Stevie Stern seconded.  
Vote: Approved unanimously.

E. Appointment/replacement of At Large member on UNNC board – ACTION

Since Roy Amemiya resigned last month, we have an open At-Large seat.

The seat will be up for re-election in May 2014. So if we appoint someone, it will be to serve the remaining few months of that seat's term.

**MOTION:** Norman Gilmore moved that UNNC seek candidates for the open At-Large seat vacated by Roy Amemiya for appointment until that term runs out in 2014.  
Fletcher Kauffman seconded.  
Vote: Approved unanimously.

F. Jefferson Park Sign Lighting Project – Update – ACTION

No update.

G. Review Board Members' absences.

No board member has currently missed three consecutive meetings.

H. Plan agenda for next Governing Board meeting

Items noted above will be included on the next Governing Board Agenda.

## TREASURER'S REPORT

Jeff Camp reported that DONE is forcing him to spend hours gathering paperwork to approve routine purchases for board approved events. DONE is constantly adding new requirements for getting funds approved and the requirements are often non-sensical, such as getting invoices from grocery stores before a purchase is made.

Jeff Camp had to spend 26 hours to get approval to spend UNNC funds for board authorized purposes.

Jeff Camp has jumped through all the hoops requested by DONE, and is constantly asking them to confirm that these funds have been put on the card. He is very concerned that the funds will not be put on our card in time for upcoming holiday events.

Fletcher Kauffman and Norman Gilmore will contact Armando at DONE to schedule personalized



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training for how to fill out the reports that DONE is requesting.

We are improving our system for using Google Drive for sharing our financial reporting documentation.

Kids could show up for events and find that the event was called off because DONE has not timely processed the paperwork they themselves requested.

## COMMITTEE UPDATES

Norman Gilmore said that he was going to transfer the UNNC Secretary Windows 7 Asus laptop with carrying case and mouse to new UNNC Board member Marius Stelly, so that he can assist with the rebuild of the UNNC website.

## OLD BUSINESS

Norman Gilmore will update the bylaws to add the new backup voting rules for the UNNC Signatory and present them at the January executive committee meeting.

The additional UNNC funded Benny Potter Park security cameras have been installed, and also the new Dero bike fix station has been installed at the park.

## NEW BUSINESS

Marius Stelly reported on the most recent SLAANC meeting. They discussed what neighborhood councils would recommend to the city for budget priorities. They reviewed the current city budget.

We discussed the survey from DONE asking about various policies. Stevie Stern will send the link to the board so everyone has the option of responding to the survey.

SLAANC asked for potential funding about putting together a SLAANC website. Jeff Camp suggested that SLAANC use Google Sites, and Norman Gilmore concurred.

## APPROVAL OF MINUTES

Norman Gilmore presented the October 15, 2013 Executive Committee minutes for approval.

**MOTION:** Stevie Stern moved to approve the October 15, 2013 minutes with corrections noted.  
Fletcher Kauffman seconded.  
Vote: Approved unanimously.

Norman Gilmore presented the November 19, 2013 Executive Committee minutes for approval.

Stevie Stern moved to approve the November 19, 2013 minutes with corrections noted.  
Norman Gilmore seconded.  
Vote: Approved unanimously.

## ANNOUNCEMENTS

Norman Gilmore received an email from Lisa Paillet at Freeport McMoRan responding to neighborhood concerns. He will forward that to the Executive Committee.



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Meeting adjourned around 9:05 p.m.  
Respectfully submitted,  
Norman Gilmore  
UNNC Secretary  
December 19, 2013  
Attachment: None.