



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

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UNNC Executive Committee Meeting

Tuesday, February 18, 2014
Council District 10 Field Office
1819 S. Western Ave.
Los Angeles, CA 90006

MINUTES

(approved April 15, 2014)

CALL TO ORDER

Vice-President Billie Green opened the meeting at 6:58 p.m. A quorum was present.

Members present: Stevie Stern, Billie Green, Norman Gilmore.

Members absent: Fletcher Kauffman.

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

Audience at start of meeting: 4

APPROVAL OF AGENDA

MOTION: Stevie Stern moved to approve the agenda.

Norman Gilmore seconded.

Vote: Approved unanimously.

PUBLIC COMMENT

Stevie Stern let us know that UNNC Board Member Myrna Allen passed away on February 9, 2014. She represented Arlington Heights.

Marius Stelly attended the Plan Check NC meeting on February 8th. He also got some information on how to design bioswales to capture rainwater for parkway trees.

EXECUTIVE COMMITTEE BUSINESS

- A. Funding Request – KITTY BUNGALOW Health and Humane education for children – Leslie Tresun - ACTION

Shawn Simons, of Kitty Bungalow Charm School for Cats, presented an application for funding to UNNC. They specialize in spay/neuter. They are putting together an education program for Humane Education which will teach local youth about responsible pet ownership.

They have a K-4 program which is a musical adaptation of Puss-in-Boots. This is developed in collaboration with USC School of Education. Kids will learn about healthy choices for



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themselves and for their animals. For example, kids should see their doctor and pets should see their vet. They are also developing take-home materials for the kids and parents. For example, a coloring book would be included.

The program for 5th grade through 12th grade is to empower kids to have the tools they need to put together a neighborhood spay/neuter program.

They also are developing ways to talk about animal mistreatment and creating an open dialogue around this.

Their total budget is \$14,900, and they are asking UNNC for \$2000 of that. They expect to reach about 800 kids in our area.

They have a good relationship with Foshay Elementary, which is a K-12 school.

Last year they provided 700 free spay/neuter. They took 178 feral cats off the streets and socialized them and adopted them out.

The South LA shelter has the highest impounding rates.

Exact figures were not immediately at hand, but UNNC has likely allocated nearly all of its 2013-2014 fiscal budget.

MOTION: Stevie Stern moved that we postpone this funding request to the May Executive committee meeting, so that UNNC can evaluate if any remaining funds are available.

Norman Gilmore seconded.

Vote: Approved unanimously.

B. Jefferson Park Sign Lighting Project – Update – ACTION

Stevie Stern emailed Bill Holden at Greencrest for an update but did not hear back in time for this meeting.

C. UNNC 2014 Election Review of Outreach Material and budget for election – ACTION

Stevie Stern presented updated versions of the Call for Candidates door hanger and the Come out and Vote doorhanger for review.

She is still working on drafting/selecting the copy for the postcard.

Dianne Lawrence had prepared invoices for four neighborhood councils for \$187.50 each for a shared election ad in the Neighborhood News. Stevie Stern had received approval for two ads at \$200 each.

Two NCs did not move forward because their election is on a different day.

MINC and UNNC continued to collaborate on the ad. Dianne Lawrence (publisher of the Neighborhood News) laid out the ad. She then sent an invoice for \$212.50 to both Neighborhood



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Councils.

Stevie Stern called and let Dianne Lawrence know that UNNC had approved up to \$200.

After some confusion, we got an invoice for \$200 from Dianne Lawrence, which UNNC has paid.

Billie Green knows a neighbor who can design a postcard with election info at no charge.

We discussed enlarging the size of the postcard to 4.25 x 5.5. This would be about \$168 for 5000 with shipping and tax.

- D. Review proposed language for bylaws and standing rules that would enable the Signatory to act as a voting member of the Exec Committee in the absence of the Treasurer – N. Gilmore – ACTION

MOTION: Norman Gilmore moved that the Executive Committee recommend to the UNNC Governing Board to amend the UNNC Bylaws, by (i) replacing the first sentence of Article VI Officers with “The Board shall include officer positions entitled President, Vice-President, Secretary, Signatory, and Treasurer.” and (ii) adding the following paragraph to Article VI Officers:

E. Signatory – The Signatory shall be responsible for making UNNC expenditures via City provided purchase/credit/debit cards, checks drawn on a UNNC checking account provided by the City, or demand warrant requests submitted to the City. The Signatory shall ensure that funds are expended in accordance with DONE and UNNC policies, budgets, and approvals. The Signatory shall maintain orderly receipts and/or invoices for all transactions and submit them to the Department and the UNNC Treasurer monthly.

Stevie Stern seconded.

Vote: Approved unanimously.

- E. Review Board Members’ absences.
No board member has missed three meetings.
- F. Plan agenda for next Governing Board meeting
Items noted above will be included on the next Governing Board Agenda.

TREASURER’S REPORT

Jeff Camp brought us up to date on paper work filing with DONE.

COMMITTEE UPDATES

None.

OLD BUSINESS

Marius Stelly presented designs for the UNNC promotional magnets. He went to uprinting.com to lay out a basic design.

We discussed the useful phone numbers and other copy that would go on the 4x6 magnets.



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Stevie Stern noted that DONE had sent her some info on the Nextdoor website, and Norman Gilmore agreed to follow up and evaluate the impact for UNNC.

NEW BUSINESS

Carlton Stubbs discussed the South Seas House Spring Festival. This might be a good opportunity to do outreach for the election.

Stevie Stern presented a letter proposed by SLAANC with a list of priorities for Mayor Garcetti. The letter will be brought to the full board for approval at the March meeting.

APPROVAL OF MINUTES

Norman Gilmore presented the minutes for approval.

MOTION: Stevie Stern moved to approve the January 21, 2014 minutes.

Norman Gilmore seconded.

Vote: Approved unanimously.

ANNOUNCEMENTS

None.

Meeting adjourned around 9:03 p.m.

Respectfully submitted,

Norman Gilmore

UNNC Secretary

April 19, 2014

Attachment: None.