



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

Our Voice • Our City • of Neighbors • by Neighbors • for Neighbors



UNNC Executive Committee Meeting

Tuesday, April 15, 2014
Council District 10 Field Office
1819 S. Western Ave.
Los Angeles, CA 90006

MINUTES

(approved May 19, 2014)

CALL TO ORDER

Vice-President Billie Green opened the meeting at 7:00 p.m. A quorum was present.

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

Members absent: None.

Audience at start of meeting: 3

APPROVAL OF AGENDA

MOTION: Stevie Stern moved to approve the agenda.

Jeff Camp seconded.

Vote: Approved unanimously.

PUBLIC COMMENT

Rosie Brown said there was some success in getting excessive signage removed from two liquor stores on Jefferson Blvd.

EXECUTIVE COMMITTEE BUSINESS

- A. Funding Request – New Block Club in Jefferson Park – Bettye Smith-Anderson – ACTION

Postponed.

- B. Funding Request – additional funds needed for UNNC banner repair and replacement as the vendor has raised its prices – Jess Bravo – ACTION

Jess Bravo presented a replacement funding request for the banner repair and replacement. The UNNC board approved \$700 for banner repair on January 9, 2014, but Jess Bravo has since learned that the price for this service has increased to \$790.

MOTION: Stevie Stern moved to recommend to the UNNC Governing Board that UNNC fund up to \$790 for AAA Flag and Banner to repair and replace UNNC street banners.



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Fletcher Kauffman seconded.
Vote: Approved unanimously.

C. UNNC Concerns Re BONC Factual Basis Stakeholder Status - Norman Gilmore - ACTION

At a recent candidate information session, we heard that Glen Bailey, a BONC commissioner stated that NC voters claiming a factual basis voting status will have to provide an address for the organization that they claim gives them a factual basis stake in the neighborhood, e.g., a church or non-profit.

We understand that the actual ordinance for factual basis stakeholders does not state this as a requirement. Furthermore, none of our candidate or voter outreach materials have included this requirement.

There is another concern that many organizations in South LA may not have a physical mailing address or that it may not be known to the stakeholder when they arrive at the polls. For example, Michael Macdonald's bicycle group has a regular ride and is very engaged in our community, and bike riders attending would be considered stakeholders of UNNC.

There is a concern that this will prevent legitimate voters from casting their vote.

MOTION: Norman Gilmore moved that the UNNC Executive Committee write a letter to DONE and BONC expressing our opposition to any requirement that UNNC factual basis stakeholders be required to provide the physical address of an organization at the polls at the upcoming May 10, 2014 election in order to vote.

Fletcher Kauffman seconded.
Vote: Approved unanimously.

D. Jefferson Park Sign Lighting Project – Update – ACTION

Greencrest Lighting reported that the programming of the fixture to be installed in the Jefferson Park entry sign should be delivered to his electrician this week. Greencrest will follow up to get dates of installation and activation.

We also passed this info along to LANI, who co-funded this initiative with UNNC.

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

We have two outstanding expenses amounting to \$100 for refreshments for each of the candidate meet-and-greet and for election day, as well as the pending charge for the distribution of the Come-Out-And-Vote doorhanger.

F. End-of-fiscal-year expenditures for last remaining funds – ACTION

MOTION: Stevie Stern moved to recommend to the UNNC Governing Board that UNNC fund up to \$464 to order as many additional UNNC outreach magnets as possible.
Norman Gilmore seconded.



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Vote: Approved unanimously.

G. UNNC appointment to Jefferson Park HPOZ board – discussion and ACTION

UNNC has several HPOZs in its boundaries. It appears that the City Planning Department is taking the steps to form the Jefferson Park HPOZ board. Two names have been forwarded to CD10 for possible appointment.

Neighborhood Councils have the opportunity recommend one board member to the HPOZ board to become a member of the HPOZ board.

In the past, City Planning has sometimes provided less than 30 days for a Neighborhood Council to provide their recommendation.

The recommendation is that we send one email blast soliciting candidates for the Jefferson Park HPOZ Board and that we reach out to current members of the Jefferson Park HPOZ Ad-Hoc committee.

Executive Committee could tentatively meet April 29th to have a meeting to discuss HPOZ appointees.

MOTION: Stevie Stern moved that we put on an e-blast soliciting candidates for the Jefferson Park HPOZ Board, and outreach to current UNNC Jefferson Park HPOZ Ad-Hoc committee members, to be interviewed prior to the next UNNC Governing Board meeting.

Norman Gilmore seconded.

Vote: Approved unanimously.

H. Plan 2014-2015 fiscal budget - ACTION

Because the June meeting will be taken up with a DONE Board training, and the fiscal year starts July 1st, we want to prepare a budget so the new board is not prevented from taking actions by lack of a budget. The board will be free to revise the budget if the new board has different priorities.

MOTION: Stevie Stern moved to adopt the proposed budget for the 2014-2015 fiscal year.

Norman Gilmore seconded.

Vote: Approved unanimously.

I. Review Board Members' absences.

No board member has missed three meetings.

J. Plan agenda for next Governing Board meeting

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

TREASURER'S REPORT

The Winter Wonderland vendor has not invoiced us yet. We haven't yet spent the funds for refreshments for candidates meet-and-greet and the election.



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Various demand warrants and NPG grants are in process.

COMMITTEE UPDATES

The outreach at the Spring Festival event at Benny Potter Park went very well. Several neighborhood groups participated with booths.

OLD BUSINESS

Rosie Brown said that EmpowerLA was soliciting items for NC accomplishments.

NEW BUSINESS

Norman Gilmore recommended that the UNNC Board purchase a copy of “Robert’s Rules of Order Newly Revised In Brief”, 2nd Edition, by Henry M. Robert III et al for each UNNC Board member.

Stevie Stern received an email from requesting changes from black bus benches and light poles to green bus benches and silver light poles along the Expo Rail right of way. The executive committee consensus was that consistency along the route was more important than changing the color to black along the UNNC section only.

APPROVAL OF MINUTES

The Secretary presented minutes for approval.

MOTION: Stevie Stern moved to approve the February 18, 2014 minutes with the word “to” added before “design bioswales” and the paragraph to be inserted in the bylaws be highlighted more clearly. Jeff Camp seconded.

Vote: 4 in favor, none opposed, 1 abstention.

MOTION: Stevie Stern moved to approve the May 17, 2014 minutes with “Obie Smith” corrected to “OV Smith” in announcements.

Jeff Camp seconded.

Vote: 4 in favor, none opposed, 1 abstention.

ANNOUNCEMENTS

None.

Meeting adjourned around 9:14 p.m.

Respectfully submitted,

Norman Gilmore

UNNC Secretary

April 15, 2014

Attachment: Proposed 2014-2015 Budget.

**United Neighborhoods Neighborhood Council
Budget July 2014 - June 2015**

Presented for Approval May, 2014

Yearly Allocation	\$37,000.00
Rollover	\$0.00
Total	\$37,000.00

Budget	Category	Annual Total
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Codes

100 Operations ORIGINAL

AUD	Audio and Visual Services	\$0.00
COP	Copying	\$700.00 Footnote 1
EDU	Training and Board Retreat	\$200.00
FAC	Facilities Related and Space Rental	\$0.00
MIS	Miscellaneous Expense	\$0.00
OFF	Office Equipment and Supplies	\$1,000.00
POS	USPS - Postage and Box Rental	\$400.00
TAC	Temporary Staff	\$4,824.32 Footnote 2
TRL	Translation and Transcription	\$0.00
UTI	Phone System	\$300.00
	Business Cards	\$800.00
	Subtotal	\$8,224.32

200 Outreach

ADV	Advertising	\$500.00
EVE	Event Expense / Food & Refreshments	\$4,897.84
MEE	GOV BD Meeting/Refreshment	\$1,500.00
NEW	Newsletter	\$0.00
WEB	Website Maintenance/Enhancement/Creation	\$6,980.00 Footnote 3
	Subtotal	\$13,877.84

300 Community Improvement

CIP	Community Improvement Projects	\$4,897.84
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400 Neighborhood Purposes Grants

GRT	Neighborhood Purposes Grants	\$10,000.00 Footnote 4
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500 Elections

ELE	Election Outreach Expense	\$0.00
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GRAND TOTAL \$37,000.00

The following footnotes are not binding, but indicate anticipated and suggested uses.

Footnote 1

South LA Plan (2 copies, about 2000 pages each)		\$400.00
Quick turnaround copying		\$300.00

Footnote 2

Temporary staff		
Approved city vendor charges \$25.74/hour		
Bookkeeping estimate: 7 hours/month x 12 months	12	\$2,162.16
Minutes creation: 7 hours/month x 12 months		\$2,162.16
CPA consulting		\$500.00
		<u>\$4,824.32</u>

Footnote 3

Website & E-blast updates	\$350.00	12	\$4,200.00
MailChimp	\$25.00	12	\$300.00
Server	\$40.00	12	\$480.00
Site technical upgrades and maintenance			\$2,000.00
			<u>\$6,980.00</u>

Footnote 4

Kitty Bungalow		\$1,500.00
EnrichLA		\$5,000.00
LAUSD and other entities		\$3,500.00
		<u>\$10,000.00</u>