



**MINUTES Strategic Plan Breakfast Retreat & Meeting of the Board DRAFT**  
**Sunday, August 7, 2016 9:00 am to 12:00 pm**  
**American Jewish University 15600 Mulholland Drive, Room 223, Bel Air, CA 90077**

**Present: 18**

**Quorum: 15 ATTACHMENT "B"**

<u>2016/2017 Stakeholder Groups / Representatives</u>	<u>Present</u>	<u>Not Present</u>
<b>Bel Air Crest Master Homeowner Association</b>		
<i>Irene Sandler</i>	<b>X</b>	
<b>Bel Air District</b>		
<i>Maureen Levinson</i>	<b>X</b>	
<i>Leslie Weisberg</i>	<b>X</b>	
<b>Bel Air Glen District</b>		
<i>Larry Leisten</i>	<b>X</b>	
<b>Bel Air Homeowners Association (formerly Roscomare Valley Association)</b>		
<i>Michael Kemp</i>		<b>X</b>
<i>Robin Greenberg</i>	<b>X</b>	
<b>Bel Air Ridge HOA</b>		
<i>André Stojka</i>	<b>X</b>	
<b>Benedict Canyon Association</b>		
<i>Robert (Bob) Schlesinger</i>	<b>X</b>	
<i>Don Loze</i>	<b>X</b>	
<i>Nickie Miner</i>	<b>X</b>	
<i>Matthew (Matt) Post (Planned Absence)</i>		<b>X</b>
<b>Beverly Park Estates District</b>		
<i>Maureen Smith</i>	<b>X</b>	

<b>2016/2017 Stakeholder Groups / Representatives</b>	<b>Present</b>	<b>Not Present</b>
<b>Casiano Estates Association</b>		
<i>Gary Plotkin</i>	<b>X</b>	
<b>Holmby Hills Association</b>		
<i>Jason Spradlin</i>		<b>X</b>
<b>Laurel Canyon Association</b>		
<i>Jamie Hall</i> (Planned Absence)		<b>X</b>
<i>Matt Friedman</i> (Planned Absence)		<b>X</b>
<i>Cathy Wayne</i>	<b>X</b>	
<i>Tony Tucci</i>	<b>X</b>	
<b>North of Sunset</b>		
<i>Luis Pardo</i>	<b>X</b>	
<b>Residents of Beverly Glen</b>		
<i>Robert A. Ringler</i>	<b>X</b>	
<i>Dan Palmer</i> (Planned Absence)		<b>X</b>
<b>Commercial or Office Enterprise District</b>		
<i>Jacqueline Le Kennedy</i>	<b>X</b>	
<b>Custodians of Open Space</b>		
<i>Travis Longcore, Ph.D.</i>		<b>X</b>
<b>Faith-Based Organizations</b>		
<i>Lonnie Mayfield</i> (Planned Absence)		<b>X</b>
<b>K-6 Private Schools</b>		
<i>Teresa Lee</i> (Planned Absence)		<b>X</b>
<b>7-12 Private Schools</b>		
<i>John Amato</i>		<b>X</b>

2016/2017 Stakeholder Groups / Representatives	Present	Not Present
<b>Public Educational Institutions</b>		
<i>Kathy Copcutt</i>	<b>X</b>	
<b>Members-at-Large</b>		
<i>Dan Love</i>		<b>X</b>
<i>Chuck Maginnis</i>	<b>X</b>	
<b>Total:</b>	<b>18</b>	<b>11</b>

1. **Call to Order / Roll Call** – Board President, *Robin Greenberg*, called the meeting to order at 9:05 a.m. Board Secretary, *Robert Ringler*, called the roll and quorum was met.

2. **Flag Salute**

3. **Public Comment:** **Mr. Glen Bailey** introduced himself as a member of the Encino NC who is also involved in other NC entities. He encouraged everyone to attend the Congress of Neighborhood Councils on September 24, 2016, all day at City Hall. Registration opens mid-August. He spoke on the importance of NC Alliances, specifically the Los Angeles Neighborhood Council Coalition (“LANCC”), which meets first Saturdays of every month, open to all. LANCC’s October 1<sup>st</sup> meeting will be held in Granada Hills, next door to the Emergency Preparedness Fair, to coincide with that. He encouraged having a representative for the NC Sustainability Alliance, which NCs voted become a member of, with a focus on environmental and sustainability issues, with committees such as Water Committee and Trees Committee.

4. **Adoption of the August 7, 2016** Agenda was adopted unanimously. Next meeting date is tentative.

5. **Board Orientation** – Ivan Spiegel [parliamentarian@venicenc.org](mailto:parliamentarian@venicenc.org)

Ivan introduced himself as a parliamentarian by trade who works around the city in different NCs, and is from Venice. The following is a sampling from Ivan’s presentation.

The purpose of the NCs is “to engage stakeholders and represent them to the City.” The Neighborhood Councils were created by City Charter. They created two entities, the “Board of Neighborhood Commissioners” (BONC) with seven commissioners appointed by the Mayor to set policy for the NC System and the City department, “Department of Neighborhood Councils” (DONE), now “EmpowerLA.”

Larry asked about policy coming from DONE and/or Board of Neighborhood Commissions (BONC). Ivan replied that “DONE can set policy. DONE can set rules. DONE can override your bylaws” e.g., though this came through City Council... the definition changed “from factual basis now to “community interest” was coming through DONE. They overlaid everybody’s bylaws.” He noted that there is also a City Council Committee, the “Rules, Elections, Intergovernmental Relations and Neighborhoods Committee” and the other entity involved in the NC system, the City Attorney’s office.

Ivan congratulated new BABCNC Board members -- “Board members are City officials and Volunteers – not just Volunteers!” There are benefits, including having business cards that help open doors at City departments. He stated that the Mayor has made it part of their deal that they have to interact with NCs, which is why we always have the Police come; now we get the Fire Department, Animal Services and other City departments. Public Works has started coming out. They want to hear from us.

Ivan noted that along with the privileges, we have to follow the rules, “because you’re City officials...you are not the same as ordinary citizens anymore; there are some things you can’t do...” The rules come from different places. (As a parliamentarian, Ivan noted that he has to distinguish which rules trump which rules; “it’s not just Robert’s Rules here.”)

The rules start at the State level, with the Brown Act – about transparency – a State Law 1090, such as the State Conflict of Interest Law. We have City rules including those of the City Attorneys, DONE, and then we have the NC’s Bylaws, which is our Constitution.

He noted and Larry Leisten confirmed that our Standing Rules are a work in progress, which clarify and expand on the Bylaws. Ivan stated that at the bottom, we have parliamentary procedure. Roberts Rules do not trump the Brown Act or our Bylaws: They are at the very bottom, so be careful!

Chuck brought up the need for the City to promote NCs, noting the Mayor’s lack of promotion of them. Ivan replied that they did get him to do a public service announcement during the elections; however, agreed with Chuck as to the lack of awareness of the NCs out there. He said that this Mayor is probably the best one we have had so far, in terms of recognizing whom we are, what we do. Chuck asked how to send a message to the Mayor. We can communicate through Daniel Tamm; otherwise, we can pass resolutions & send them to [Mayor.garcetti@lacity.org](mailto:Mayor.garcetti@lacity.org). He recommended that if we “want to deal with the Mayor, go right to the Mayor. Since the Mayor appoints the General Manager of EmpowerLA, if we have things to tell the Mayor...especially if critical... we should go directly to him.

Ivan gave some information on the Brown Act, a “sunshine law” to make sure that elected officials do everything in the light of day, no backdoor deals.” He continued that we have to be transparent in all that we do. We cannot talk to anyone we want to on the Board or on a committee. We cannot speak to a majority of our quorum; we cannot speak to more than seven board members for a quorum of 15 outside of a publicly posted meeting, including yourself; so, if you are number eight, you can drag other people down. You cannot do group emails. He noted that once you as a Board member hit 6 people you will be in trouble for everyone else one that you call after the 6<sup>th</sup> person. The most common way that people violate the Brown Act on this: “Never hit reply all” when dealing with the Board: it is the easiest way to get in trouble. You can discuss procedure. When asking for agenda items, the President or Committee Chair would have to say, “Please reply only to me.”

He clarified that if you have only board members on an ad hoc committee, the Brown act does not apply. You do not have to post it. However, he does not recommend this because it is not fair to the stakeholders.

Ivan stated that the City Attorney represents us if we follow the rules. However, the Brown Act is a State law, not a City law, so one would have to go to the District Attorney. Ivan noted that there are exceptions allowing the City to go into private sessions.

Ivan related that you could disseminate what the Board voted on; you just cannot influence a vote. Ivan has some documents on the Brown act & NCs that the City Attorney put out, which he will email to Robin.

Two parts of the Brown Act. The first part of the Brown Act is about whom you can talk with. The second part has to do with letting the stakeholders know what you are doing, posting and motions. You are required to have enough information that the stakeholder at home can decide if they want to attend the meeting or not, especially if you are spending money.

Regular and Special Meetings: Notice for regular meetings is 72 hours or more; and 24 hours for special meetings (which agendaize) only one or two items. The Brown Act trumps Roberts Rules of Order. We can do Special Meetings before or after our regular meetings; and in the middle of the meeting (take a recess).

Ivan related that a quorum for our PLU Committee is seven. If more, he recommended calling the meeting to order as a “**Joint Meeting between the Board and PLU Committee.**” Let the stakeholders know that board members may be at the committee meeting; however, more than a majority of your quorum cannot participate. Board members can be there but cannot participate, cannot talk. Larry noted that the term “joint meeting” is misleading the stakeholders. This is something to talk about with the City Attorney.

Ivan spoke on outreach, stating that each individual is responsible for outreaching. Some better ways to engage stakeholders: have an event or town hall every other month; get this meeting place for an evening, get our Councilmen to speak to the community around development, etc.; have a block party, get together and talk about it, and have regional meetings. His holy grail is to work towards building relationships with councilmembers. Bel Air District representative, Maureen Levinson, related that their association went door to door to reach out to their constituents.

## 6. **Review & Discussion of the Bylaws** – Larry Leisten

Larry has suggested agendizing 10-15 minutes per monthly meeting to go over a section or two of the Bylaws. He noted that BABCNC has a 5-year term limit for members; however, there is a safety mechanism, under extenuating circumstances, for an extra year if that person cannot be replaced.

He related that at a point in the past, the BABCNC did agenda setting using telephone conferencing, in contrast to the more equitable process that we have now.

Ivan explained difference between Code of Civility (internal) and Code of Conduct policies: Code of Conduct was designed stop board members from harassing each other; we all have to sign off on BONC’s policy. Glen Bailey added there are consequences for not following Code of Conduct, per City Attorney.

## 7. **Outreach Committee** – Robin Greenberg, Matt Post & Kristina Smith (Update, Discussion & Motion)

### a. **Presentation by Kristina Smith on alternative website platform** (Discussion & Possible Motion)

Kristina introduced herself as being involved in the NC system and currently working on websites for 14 neighborhood councils. She uses Word Press and is a City-approved vendor. She gave a presentation showing her proposed website design and that which we currently have. She answered questions.

### b. **To expand scope of Outreach Committee** (Discussion & Possible Motion) – Robin Greenberg

**Motion:** To expand the scope of our Outreach Committee to include all IT platforms. “Outreach & Communications Committee” implies jurisdiction for not only outreach but responsibility for all communications among Board members and with various City departments via IT platforms, particularly, Google Apps, Facebook, Twitter, Instagram & website (to include production of newsletter).

Moved by Cathy; seconded by Larry. A vote was taken and the motion passed.

Outreach Committee Volunteers: Kathy, Larry, Nickie, Maureen Smith, Andre & Jacqueline.

## 8. **Budget Representatives’ Report** – Jacqueline Le Kennedy, Budget Advocate

Jacqueline was voted one of three Budget Advocates for the WLA, Region 11, on Budget Day July 30<sup>th</sup>. She reported that the Budget Advocates had their first meeting. The two hot button items are a homelessness bond and increased 1/2 sales tax for the expansion of the Metro system. If you have questions on how your tax dollars are being locally, come to Jacqueline and she will find out. The homelessness bond measure is for \$1.5 billion over 10 years to find more housing have more, build more and/or use or sell inventory. Those opposed say there is no plan. They are currently spending 100 million a year.

The Budget Advocates prepare a White paper and work with committees on how money is allocated annually towards the Mayor’s budget for the new fiscal year. The Mayor has a survey and the Budget Advocates have their own survey.

Mr. Glen Bailey stated that, as a former Budget Advocate, he could break out the survey for our NC. November-December-mid-January is the cut off prior to Regional Budget Days.

Luis asked if the Budget Advocates are taking into consideration the Governor's State of Emergency-level matching fund, State and Federal.

**9. Draft Budget Package for 2016-2017 Fiscal Year (Discussion & Possible Action) (Attachments A) Robin Greenberg (11:00 to 11:30)**

**a. Complete: 1) Strategic Plan, 2) Budget, 3) Outreach Survey, 3) Self-Assessment 2015-2016** – Robin reviewed the entire package with the Board and discussion on various items was held.

**b. Approval of the Draft Budget Package 2016/2017 to submit to DONE by September 1<sup>st</sup>.**

Moved by Tony seconded by Larry. Roll call vote count was taken and was unanimous by

17 yes: Irene Sandler, Andre Stojka, Robert Schlesinger, Don Loze, Nickie Miner, Gary Plotkin, Cathy Wayne, Tony Tucci, Larry Leisten, Chuck Maginnis, Robert Ringler, Robin Greenberg, Maureen Levinson, Maureen Smith, Jacqueline Le Kennedy, Luis Pardo, and Kathy Copcutt. 0 no; 0 abstentions; 0 recused.  
11 absent: Matthew Post, Lonnie Mayfield, Teresa Lee, John Amato, Jamie Hall, Matthew Friedman, Dan Palmer, Mike Kemp, Travis Longcore, Jason Spradlin, and Dan Love; 1 ineligible: Leslie Weisberg.

**10. Funding Expenditures**

a. Approval of \$600.00 expenditure for Kristina Smith to upgrade our website **Tabled**

b. Approval of 50 or 100 Polo Shirts with one color processing, as outlined

50 @ \$10.02/shirt (S-XL) @ \$501.00 + 9% tax = \$546.09 + Additional \$1.63 + 9% sales tax per XXL

100 @ \$8.34/shirt (S-XL) @ \$834.00 + 9% tax = \$909.06 + Additional \$1.63 + 9% sales tax per XXL

(Add approximately \$20.00 for ten (10) XXL shirts to above to \$566 or \$929 respectively.)

Discussed number to order. **Tabled**

c. Approve 1000 Trifold Brochures at \$232.14 + one time charge for Graphic Design \$269.60 = \$501.74 w/o taxes with MP Printing & Mailing.

Moved by Gary and seconded by Kathy. Roll call vote was taken and the motion was approved as follows:

17 yes: Irene Sandler, Andre Stojka, Robert Schlesinger, Don Loze, Nickie Miner, Gary Plotkin, Cathy Wayne, Tony Tucci, Larry Leisten, Chuck Maginnis, Robert Ringler, Robin Greenberg, Maureen Levinson, Maureen Smith, Jacqueline Le Kennedy, Luis Pardo, Kathy Copcutt. 0 no; 0 abstentions; 0 recused. 11 absent: Matthew Post, Lonnie Mayfield, Teresa Lee, John Amato, Jamie Hall, Matthew Friedman, Dan Palmer, Mike Kemp, Travis Longcore, Jason Spradlin, and Dan Love; 1 ineligible: Leslie Weisberg.

d. Approve 1,000 5 x 7 Mailers at \$229.33 + one time charge for Graphic Design \$179.74 = \$409.07 w/o taxes with MP Printing & Mailing. Moved by Larry. **Tabled**

**11. Good of the Order / Wrap Up** Tony Tucci related that they have been following P-22 mountain lion over three days, hiking in Griffith Park; that there will be a festival on August 22<sup>nd</sup>, and there will be marching through the neighborhood around Mulholland.

**12. Adjournment -- Next Regular Board Meeting – September 28, 2016 (August will be DARK)**