



Minutes Draft
Bel Air-Beverly Crest Neighborhood Council
[Virtual Executive Committee Meeting](#)
Wednesday September 9, 2020 03:00 PM

Attachment "A"

| Name | P | A | Name | P | A |
|--|---|---|--|---|---|
| Robin Greenberg, Board President & Executive Committee Chair | X | | Robert Ringler, Secretary | X | |
| Ellen Evans, Vice President of Operations & Outreach Chair | X | | Jamie Hall, Vice President of Legislative Affairs | X | |
| Jacqueline Le Kennedy, Treasurer | X | | Nickie Miner, Asst. Treasurer & Budget & Finance Chair | X | |
| Robert Schlesinger, Planning & Land Use Committee Chair | | X | Stephanie Savage, PLU Committee Vice Chair | X | |
| Larry Leisten, Bylaws, Rules & Elections Chair | X | | Patricia Murphy, Public Works & Telecoms Chair | | X |
| Chuck Maginnis, Emergency Preparedness Committee Chair | X | | Irene Sandler, Traffic Committee Chair | X | |

- Call to Order & Executive Committee Roll Call – Robin Greenberg, Board President & Chair:** Robin called the meeting to order at 3:03pm. Roll was called with 8 present initially; Stephanie arrived at 3:06 and Irene at 3:07pm for **10 present**. Jamie left at 4:00pm; Larry left at 4:20pm.
- Motion:** Approval of September 9, 2020 Executive Committee AGENDA **Moved** by Ellen; **Seconded** by Larry; Larry announced that he would have to leave a little after 4:00pm **8/0/0; passed**.
- Motion:** Approval of August 6, 2020 Executive Committee MINUTES **Moved** by Larry; **Seconded** by Jamie. Larry related that he had just sent an email to Cathy with objection to lengthy discussion in the Bylaws section and provided more concise wording on the matter of the committee establishing a protocol for officer elections, that the procedural matter should not be reopened at the meeting. Larry said he proposed some language and will put something out.

The issue of the level of detail in the minutes was discussed: Robert opined that minutes should be detailed, Jacqueline noted need to be moderate, Nickie noted that detailed minutes are a boon. Ellen feels that there is a problem of detail to certify the truthfulness of the minutes. Stephanie thinks that it is important to record what the neighbors said, that those should not be missed; she likes to look at the notes to recall certain things, they are very helpful. She noted that there could be some slight reduction and emphasized neighbors’ concerns needing to be on there. Chuck acknowledged some detail could be cut down but that just saying someone spoke about this that and the other is useless and he is against the very short version that Ellen has indicated. Robert suggested one should communicate what they intended to say with Cathy (*if correction is needed*); and get back to her in a timely fashion. Jacqueline noted if the minutes are too short, that can also be perceived as a misrepresentation, because it might mischaracterize the record but going forward hopefully Cathy can make them more concise. **6 Yes:** Robin, Larry, Robert, Jamie, Nickie, Stephanie. **0 No; 4 abstaining:** Ellen, Jacqueline, Chuck, Irene. **Minutes were approved as they will be revised.**

- Public Comment:**
 - Nickie Miner asked where we stood regarding streaming FB, which she feels raises security concerns.
 - Irene Sandler brought up issue of transformers being blown out; fire hazards while concentrating on A/C, and having old equipment in in a High Fire area. Nickie Miner agrees with need to have transformers addressed.

5. Committee Chair Reports

- a) Bylaws, Rules & Elections Committee – Larry Leisten, Chair: No report since last board meeting. The issues: We had a vote on vote-by-mail issue that has been approved by the City Council. He expected to see the CIS. He hasn't seen it.
- b) Planning & Land Use Committee – Robert Schlesinger, Chair or Stephanie Savage, Vice Chair: Next meeting October 13th. Bob, Don & Daniel are working on HCR (hillside construction regulations). Linda Lou may come in October to discuss the Hollywood Community Plan Update. Jamie would like a stand-alone meeting.
- c) Emergency Preparedness Committee – Chuck Maginnis, Chair – We're having meeting on 09/16 @ 5:00 to accommodate Deputy Chief Hogan. Chuck likes to send the minutes to everyone on his database: 250 people including fire chiefs. Nickie noted that EP meetings are our best outreach and our best PR, and eliminating minutes is a big mistake. Robert Ringler echoed Nickie, and said that chairing C-PAB and having transcribed minutes is extremely valuable to those he sends them to. They go out to a lot of people who are not all able to make the meetings; agrees with the value for the outreach. Irene agreed with these last comments.

Robin stated that the city has decreased our funds; if we don't cut back we'll go in the red. Robert & Irene opined that we are what we can present. Jamie noted we do not have to have one sentence versus... Jacqueline related that we have an approved budget. If you want to revise, will bring it to the board.

- d) Traffic Committee – Irene Sandler, Chair related that SCAG (Southern California Association of Governments) similar to Sacramento, is saying that they want to have transportation around housing and housing around transportation so they'll make concessions for developers. She'd like to participate in these decisions. She noted that Metro has narrowed the choices down on the matter of Sepulveda Pass; however, they have not told us what the decision is; there will be a train or something on Sepulveda which may be partly above or underground. Now that they've made a decision, there will be public comment.
- e) Outreach Committee – Ellen Evans, Chair noted that we submitted our event request for the blood drive; it was denied; BAA is still having it and we're working on changing the city's mind on this blood drive and future blood drive(s). Meeting is next week; hoping to go forward including talking about getting a new website.
- f) Budget & Finance Committee – Nickie Miner, Assistant Treasurer & Chair – Nickie deferred to Jacqueline. Jacqueline noted with respect to spending on outreach items, that there is a budget that we approved; if you require more spending, the budget has to go back to the board. She noted that the Budget Advocates were able to do a redesign of their website for \$500. She'll provide referral for vendor.
- g) Public Works and Telecommunications Committee – Patricia Murphy, Chair - Not present
- h) Ad Hoc Committee on Environmental Issues – Mindy Mann - Not present
- i) Ad Hoc Committee on Home Sharing & Party House Ordinances – Stephanie Savage & Ellen Evans
Ellen related that they are having an exciting forum Thursday 09/17 on Home Sharing Enforcement; will talk to members of the Planning team, Neighborhood Prosecutors, LAPD, and Council District Representatives.
- j) Ad-Hoc Committee regarding Continuing Teleconference Meetings after Safer-At-Home Order – Jamie Hall reported that CM Ryu had put forth a motion that was already adopted by City Council supporting this. We have a council file, can write a letter and work with his office to figure out how we can play a meaningful role.

New Business (Discussion & Possible Motions)

- 6. Discussed the time of day to have a) Executive and b) Board meetings:
7 are in favor of 5:00 – Robin, Ellen, Jamie, Nickie, Larry, Jacqueline, Chuck. 7:00 is better for Larry but he can adjust schedule. 5 in favor of 3:00 – Robert, Jamie, Stephanie, Robin & Nickie.
- The Executive Committee chose to have the **Executive Committee will meet at 5:00pm.**
- Briefly discussed continuing to have board meetings at 7:00 on the 4th Wednesdays.
- 7. Templates for committee meetings and agendas. Ellen related that she can help anyone – they just need to fill in the specifics, particularly with the agenda. They are set up as templates for all the NC in the G-Suite.

8. Discuss ways of contributing and engaging on the board if not on a committee. Comments included but not limited to:
 - Try to communicate with us.
 - Assist in monitoring council files.
 - Open the LA City Council agenda daily.
 - Make sure people are awake. There are a lot of things people do that we don't know what they do.
 - People sign up for a committee and do nothing; signing up for a committee is not the end all; opining is not adequate.
 - It would be great if members could commit only a fraction of the minimum recommended 5 hours a week.
 - Put something in writing: a) A self-evaluation where everyone writes down what their goals are for next years' service and b) sign off on a commitment acknowledging commitment to doing "X" along with the self-evaluation.
9. Discuss protocols for Zoom board and Zoom committee meetings:
 - a) Attendance during Zoom meetings (The President & Chairs prefer being able to see who is present if possible.)
 - b) Announcing arrival and departure if different from group arrival and departure –Need to announce.
 - c) Speaking styles (politeness and respect) – Try really hard to do everything we do with a great deal of respect.
10. Appropriate use of admin resources (who can ask Cathy to do something?) Can some of Cathy's tasks be done by board members? Ask Vice Presidents to do something that you would normally ask Cathy to do. Ellen: We don't have a good handle on exactly what that is. Chuck brought up having Cathy take minutes for his committee.

Motion: To have Cathy take minutes, on a regular basis, for the EP meeting (perhaps less detailed) **moved** by Chuck; **seconded** by Jacqueline. **7 Yes:** Chuck, Robin, Robert, Stephanie, Jacqueline, Irene, Nickie; **No: 0; 2 Abstaining:** Ellen & Larry; **passed.**

11. Who should keep administrative passwords and who should be backup? (zoom) The log-in for Zoom is Ellen.
 - Robert volunteered to be backup. Ellen thinks it makes sense that the Secretary keeps passwords.
 - Larry noted need for ledger of who has passwords and access to platforms; suggests at least one backup, limit number of people with access to one, a second in case of emergency, a third only if merited.
 - Larry recommended establishing a framework; get Board approval for who has access; thinks Matt shouldn't have access as he is not an active board member.
 - Larry recommended changing passwords and identifying two people that should have access.
 - Larry advised that Ellen be in charge of social media account, may want to have backup from outreach committee.
 - Robin would like to bring this to the board.
12. Who should run G-Suite and who should have access to make changes?
13. Establish process or protocol for introducing and recommending new committee members or alternates. Robin asks that you tell us about and give us some background on the person that you are recommending.
14. Elected Officials ("electeds") (Should all questions to electeds be sent to them before appearance?)
 - Robin would like us to send questions to Richard Bloom and add questions when meeting. Robert likes the idea; said that that is how WLAPD is conducting their meetings now.
15. Discussion and Possible Action Regarding Agenda Posting Sites during COVID-19 & Who Will Post: Currently we post @ LC Country Store & the Beverly Glen Market, owing to the size of the territory, though only one is required. The requirements have been relaxed over time. *NC Posting Policy: (Attachment)*
 - Posting needs to be confirmed by photo. Robert lets Cathy know once posted; however, will start taking a picture.
 - More people visit Laurel Canyon location; however, some people at the Country Store remove agendas after she posts.
 - Stephanie has spoken to the principal at Wonderland, and there are two spots at Wonderland where we could post.
 - Irene asked if we are reaching out to all of the association members who have websites and ask them to post on their websites; she recommended adding their names when we send our agendas out.
 - [Larry left at 4:20 pm.]

Chuck recommended jazzing up our agendas, e.g., with larger font or other means to draw interest in the meeting, e.g., "electrical outages," "earthquakes," etc.

16. Discussion and Possible Action to Recommend that the Board approve up to \$500 to purchase an enclosed waterproof bulletin board to be placed at one posting location; See sample Message Center by U Line @ \$369.00 prior to tax and shipping <https://www.uline.com/Product/ProductDetailRootItem?modelnumber=H-2856> (See Link or Attachment)
Motion: Up to \$350.00 for the bulletin board, **Moved** by Stephanie & **Seconded** by Ellen. **7 yes; 0 no; passed.**
17. Discuss Agenda for 09/23/2020 Board Meeting including guest speakers:
- Create Questions for Guest Speaker, District 50 Assembly Member Richard Bloom for the 09/23/2020 meeting
- Robin recommends googling housing motions; ask his opinions on increasing housing in fire-prone areas.
Submit them.
 - Guest Speaker, Deborah Hong & Team from DWP, to discuss project to replace power poles on Temescal Fire Road, Encino Reservoir and Mulholland Drive between Greenbriar Drive East to Encino Hills Drive
- Every single community has lost electricity. Questions regarding electricity and at group gatherings.
18. Choose Best Months for Possible Future Speakers:
- **October:** Invite **Greg Good**, Department of Public Works President, & **Adel Hagekhalil**, Bureau of Street Services (StreetsLA) Executive Director and General Manager
 - **November:** Jamie & Travis to invite **Mas Dojiri**, Biodiversity Team Leader at LASAN, re Biodiversity initiative
 - **December:** Robert Ringler recommended having **Nurit Katz**, UCLA's Chief Sustainability Officer & Executive Officer of Facilities Management (also known to Linda W. and Travis L.)
 - **PLU** Committee is scheduling Linda Lou from Planning to speak on the Hollywood Community Plan Update.
 - **PLU** Committee may try to have Jill Stewart speak on the Housing Bills.
 - **Ad-Hoc** Committee is having Department of Planning's **Bob Duenas** speak on Enforcement of Home Sharing & Party House Ordinances on 09/17 (since heard by the board last September).
19. **Good of the Order:** Need to have discussion on fires from power lines/fallen trees.
20. **Adjournment** Meeting adjourned at 4:39 pm, at which time Robin asked that we keep board member with recent transplant in our thoughts.

Next Executive Committee Meeting: TBD

www.babcnc.org
Office 310-479-6247
council@babcnc.org