

Michael Browning  
President

Kathy Schreiner  
Vice President

John Hendry  
Secretary

Veronica Marin  
Treasurer

Board

Hakop 'Jack' Azatyan  
John Camera  
Jason Correa  
Brian Edelman  
Jennifer Febre  
David Hunt  
Damaris Macias  
Lillian Macias  
Richard Marks  
Ashley Nicole Martinez  
Rigüey Mercado  
Kathleen Padden  
Thelá Thatch  
Sam Woolf

Van Nuys Neighborhood Council



Van Nuys Neighborhood Council  
Executive Committee Meeting  
March 1, 2021 7:00 PM

Zoom meeting online:  
<https://us02web.zoom.us/j/84282148474>

or by telephone:  
Dial **(669) 900-6833** to join the meeting  
Enter Meeting ID: 842 8214 8474

Press#  
877 853 5257 US Toll-free  
888 475 4499 US Toll-free  
833 548 0276 US Toll-free  
833 548 0282 US Toll-free



Van Nuys  
Neighborhood Council  
P.O. Box 3118  
Van Nuys, CA 91407-3118

Email: [info@vnnc.org](mailto:info@vnnc.org)  
[www.vnnc.org](http://www.vnnc.org)

IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE EXECUTIVE COMMITTEE OF VAN NUYS NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED TELEPHONICALLY AND INTERNET BASED VIA ZOOM.

Members of the public who wish to listen to the meeting or participate in public comment to the Committee via telephone should call (669) 900-6833 or one of the following Toll-Free Telephone Numbers: (833) 548 0282, (888) 475 4499, (877) 853 5257, (833) 548 0276 use Meeting ID No. 842 8214 8474 and then press #. Press # again when prompted for participant ID. When you have a question for the Host, you can Raise Hand by pressing \*9, when called on to talk, you can mute/unmute by pressing \*6.

**PUBLIC INPUT AT NEIGHBORHOOD COUNCIL MEETINGS** The public is requested dial \*9, when prompted by the presiding officer, to address the Board on any agenda item before the Board takes an action on an item. Comments from the public on agenda items will be heard only when the respective item is being considered. Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. Please note that under the Brown Act, the Board is prevented from acting on a matter that you bring to its attention during the General Public Comment period; however, the issue raised by a member of the public may become the subject of a future Board meeting. Public comment is limited to a maximum of 2 minutes per speaker per item with a maximum of 10 minutes total per meeting, unless adjusted by the presiding officer of the Board.

1. Roll Call – Pledge of Allegiance
2. General public comment on non-agenda items (2 min per stakeholder)

3. Executive Reports:
  - a. President
  - b. Vice President
  - c. Treasurer
  - d. Outreach Chair
  - e. Secretary
    - i. Discussion and possible action to approve outstanding executive committee minutes.  
[https://vnnc.org/wp-content/uploads/2021/02/VNNC\\_EC\\_Draft\\_Minutes\\_02042021\\_1.pdf](https://vnnc.org/wp-content/uploads/2021/02/VNNC_EC_Draft_Minutes_02042021_1.pdf)
4. Discussion and possible action to add items to the VNNC GBM Consent Calendar agenda for March.
  - a. Discussion and possible action to pay Bridgegap \$1000 for administrative services provided for January 2021 and February 2021. [https://vnnc.org/wp-content/uploads/2021/02/VNNC\\_Invoice\\_Form\\_03012021.pdf](https://vnnc.org/wp-content/uploads/2021/02/VNNC_Invoice_Form_03012021.pdf) [https://vnnc.org/wp-content/uploads/2021/01/VNNC\\_Invoice\\_Form\\_02012021.pdf](https://vnnc.org/wp-content/uploads/2021/01/VNNC_Invoice_Form_02012021.pdf)
  - b. Discussion and possible action to place on the March General Board Meeting agenda to approve outstanding invoices for Moore Business Results for \$1566.04 <https://vnnc.org/wp-content/uploads/2021/02/Dec-Feb.pdf>
  - c. Discussion and possible action to identify the current CIS submitters. The current councilmembers registered with the City of Los Angeles are Woolf, Marin, Hendry, and Schreiner.
    - i. Discussion and possible action to replace Woolf by Browning as authorized CIS submitter. We thank Mr. Woolf for his service to the Van Nuys community.
  - d. Discussion and possible action to add the Outreach Chair as the fifth member of the Executive Committee as per the By-laws.
    1. Article VI OFFICERS Section 1: Officers of the Board The VNNC has four (4) officers of the Board (“Officers”): President, Vice President, Secretary and Treasurer, which together, comprise the Executive Committee. A fifth Director may be included to join the Executive Committee by the Officers.
5. Discussion and possible actions on Board administration items for the VNNC
  - a. Update on creation of a contact list for all council members for internal use.
  - b. Discussion and possible action to update the share list of current committees and for Boardmembers to declare at least one committee at the VNNC March General Board Meeting. <https://vnnc.org/wp-content/uploads/2021/02/Committee-Listv2.pdf>
  - c. Discussion and possible action to appoint 1-3 NC Data Liaisons for the VNNC. <https://empowerla.org/data/>
6. Discussion and possible action on Budget and Finance items:
  - a. Discussion and possible action to review the status of VNNC ‘s December’s, January’s, and February’s MERS.

- b. Discussion and possible action to increase funds set aside for election budget from \$2000 to \$5000. Possible expenditures can include mailing a postcard, elevating postings on social media, outreach materials for candidates to use to encouraging eligible residents and stakeholders to apply for mail-in ballots etc. <https://vnnn.org/wp-content/uploads/2020/06/NCFP-Fiscal-Year-Administrative-Packet-Annual-Budget-1.pdf> <https://vnnn.org/wp-content/uploads/2021/02/VNNC-Annual-Budget-FY-2020-2021-original.pdf>
  - i. Revise the following budget items:
    - 1. Reduce “Website Hosting and Maintenance” from \$10,000 to \$9,000
    - 2. Reduce “Council Members Stationery (business cards, plate cards, pins) from \$2,500 to \$1,500
    - 3. Reduce “Outreach Fiscal Budget 2020-2021” from \$5,000 to \$4,000
    - 4. Increase “Election Fiscal Budget 2020-2021” from \$2,000 to \$5,000
- c. Discussion and possible action regarding Inventory report regarding previous VNNC computer equipment.
- d. Discussion and possible action to purchase masks for up to \$2,000 for outreach and to be distributed to the Van Nuys Community.
- e. Discussion and possible action to transition to a new Treasurer at the March General Board Meeting. We would like to thank Ms. Marin for the years of service to the Van Nuys community.
- 7. Discussion and possible action to draft a comment from the VNNC on the BONC Draft Digital Media Policy. <https://empowerla.org/wp-content/uploads/2020/11/Draft-Digital-Media-Policy-for-BONC-on-9.29.2020.pdf>
- 8. Discussion and possible action to approve launch of the redesigned VNNC website. Draft website can be viewed at <https://rose-frog-wsbe.squarespace.com/>
- 9. Discussion and possible action to allow the public to speak at the beginning of the meeting for 2 minutes on 2 separate agenda items, and allow 1 additional minute for general public comment if desired. No further public comment will be allowed during the meeting.
- 10. Discussion and possible action to create the final agenda items for the March 11, 2021 VNNC Board meeting including items 5-15 from the February 2021 GBM.
- 11. Adjournment

**THE AMERICAN WITH DISABILITIES ACT** - As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices and other auxiliary aids and/or services, may be provided upon request. To ensure availability of services, please make your request at least 72 hours prior to the meeting you wish to attend by contacting VNNC by calling: (818) 533-8662 or via email at: [info@vnnc.org](mailto:info@vnnc.org)

**PUBLIC POSTING OF AGENDAS** – VNNC agendas are posted publicly near the front door to the conference room of the Marvin Braude Constituents Building, 6262 Van Nuys Blvd, Van Nuys, CA 91401 and also online at [www.vnnc.org](http://www.vnnc.org). You can also receive our agendas via email by subscribing to L.A. City’s Early Notification System at <https://www.lacity.org/subscriptions>

**PUBLIC ACCESS OF RECORDS** – In compliance with Government Code section 54957.5, non- exempt writings that are distributed to a majority or all of the board in advance of a meeting may be viewed, 6262 Van Nuys Blvd, Van Nuys, CA 91401, at our website: <http://www.vnnc.org/> or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact via email: [info@vnnc.org](mailto:info@vnnc.org)

**RECONSIDERATION AND GRIEVANCE PROCESS** - For information on the VNNC’s process for board action reconsideration, stakeholder grievance policy, or any other procedural matters related to this Council, please consult the VNNC By-laws. The By-laws are available at our Board meetings and our website <http://www.vnnc.org>

**SERVICIOS DE TRADUCCION** - Si requiere servicios de traducción, favor de avisar al Concejo Vecinal 72 horas antes del evento. Por favor contacte a [info@vnnc.org](mailto:info@vnnc.org) por correo electrónico para avisar al Concejo Vecinal.

**Notice to Paid Representatives** - If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code §§ 48.01 et seq. More information is available at [ethics.lacity.org/lobbying](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org)