

Michael Browning  
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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  
General Board Meeting

**Minutes**

March 10, 2021

Zoom meeting online or by telephone  
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IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE GENERAL BOARD OF VAN NUYS NEIGHBORHOOD COUNCIL MEETING WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

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. 858 5759 9476 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. Quorum call. 7:05PM
  - a. PRESENT (14)-PRESIDENT Browning, VP Schreiner, Treasurer Marin, Secretary Hendry, Parliamentarian D. Macias. Azatyan, Camara, Correa, Edelman, Febre, Macias (L), Marks, Mercado, Thatch.
  - b. EXCUSED (1) Martinez.

- c. ABSENT (1) Padden.
  - d. QUORUM was met. Proceed with Agenda.
2. General public comment on non-agenda items
- a. Richard Hopp
  - b. “William E. Goat”
  - c. Marez
  - d. Constance Agee shared concerns shared on NextDoor regarding catalytic converter theft and car theft, and DWP “extremely high” rates.
3. Executive Reports
- a. President.
  - b. Vice President—March 12 certified list of candidates will be issued. Vote by mail ballots this time; must request a ballot. May 11 is last day to mail ballots — extended to May 21 as last day to receive mail-in ballots. Still concern about ballot “drop box” site.
  - c. Secretary. Comments that City Planning GALS hearing is next day—for those interested.
  - d. Treasurer. Ms. Marin is stepping down—will help in transition.
4. Reports from Government officials:
- a. LAPD Van Nuys Division—Officer Perez— “grand theft auto” is up all over the City, also “catalytic converter theft”, car theft leader a 2000—2006 Chevy Silverado truck. Concern about the end of bail after arrest, leading to more crimes.
  - b. Council District 6 – Yvonne Perez (818) 778 4999. Invite to food giveaway at Regency Theaters parking lot at Plant. More Covid 19 mobile vaccinations in Arleta, etc. next week open for 16-64 (with underlying conditions). Call Martinez office for details and to make an appointment.
  - c. Council District 4 – Alexandria Naseef ([Alexandria.Naseef@lacity.org](mailto:Alexandria.Naseef@lacity.org)) New staff at CD4. The Council passed \$5 hazard pay for store workers has gone into effect. Streets will be cleaned biweekly now. Trying to create a “CD 4 Volunteer Corps.”
  - d. California Congressional District 29 - Lea Gonzalez— “America Rescue” legislation passed today by House of Representatives One feature is \$1400 stimulus checks coming.
  - e. Lorenzo Briceno, Department of Neighborhood Empowerment (DONE) — Asked Board members to review Monthly Profile. Encourage to read the BONC “Civility” motion, available on the EmpowerLA website.
5. Consent Calendar. (All items on Consent Calendar can pass in one vote—if no person objects. If members object to any item that individual item that was objected to is separated out—subject to full discussion before a vote.
- a. Discussion and possible action to pay Bridgegap \$1000 for administrative services provided for January 2021 (\$500) and February 2021 (\$500).
    - i. [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)
    - ii. [https://vnnc.org/wp-content/uploads/2021/01/VNNC\\_Invoice\\_Form\\_020120](https://vnnc.org/wp-content/uploads/2021/01/VNNC_Invoice_Form_020120)

- b. Discussion and possible action to approve outstanding invoices for Moore Business Results for \$1566.04 Nov services (12-1-20) \$490.28 ii. Dec. services (1/1/21 invoice): \$587.86 iii. January services (2/1/21 invoice): \$487.90
  - i. [https:// vnnc.org/wp-content/uploads/2021/02/Dec-Feb.pdf](https://vnnc.org/wp-content/uploads/2021/02/Dec-Feb.pdf)
- c. Discussion and possible action to revise the current CIS submitters. The current council members registered with the City of Los Angeles are Woolf, Marin, Hendry, and Schreiner. Woolf and Marin are leaving panel. Thanked for their service
- d. 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.
- e. Discussion and possible action to add the Outreach Chair as the fifth member of the Executive Committee as per the By-laws. 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.
- f. Discussion and possible action to appoint Kathy Schreiner as an additional signer.
- g. Discussion and possible action to approve outstanding GBM minutes.
  - i. <https://vnnc.org/wp-content/uploads/2021/02/VNNC GBM Draft Minutes 08122020.pdf>
  - ii. <https://vnnc.org/wp-content/uploads/2021/02/VNNC GBM Draft Minutes 09092020.pdf>
  - iii. <https://vnnc.org/wp-content/uploads/2021/02/VNNC SGBM Draft Minutes 09242020.pdf>
  - iv. <https://vnnc.org/wp-content/uploads/2021/03/VNNC GBM Draft Minutes 12162020 revisions.pdf>
  - v. <https://vnnc.org/wp-content/uploads/2021/03/VNNC GBM Draft Minutes 01132021 revisions.pdf>
  - vi. Motion to vote. (Febre/Marin) Financial vote so by rollcall.
    - 1. AYE-14
    - 2. EXCUSED-1
    - 3. ABSENT-2. PASSES

- 6. Discussion and possible action to revise current VNNC public speaking at meeting rules as follows: Allow the public to speak at the beginning of the meeting for 1 minute on 1 agenda item or 2 minutes on 2 or more separate agenda items, and allow 1 additional minute for general public comment if desired, for a total of 3 minutes maximum per person. Public comment shall be limited to 30 minutes total for all speakers combined. Motion from Febre. Jennifer Febre began by proposing amended language for the motion
  - a. PUBLIC COMMENT
    - i. Hopp
    - ii. William E. Goat
    - iii. Marez
    - iv. Jeff Lynn

- v. Danielle
- vi. Brian Patton
- b. Richard Marks moved to postpone this item for a month and ask Lorenzo Briceno, DONE rep, to request a written opinion from the City Attorney as to what is allowed and bring this item back next month. Brian Edelman seconded the motion. Board discussion.
- c. VOTE to send to City Attorney (via DONE rep) for written comment about what is allowable.
  - i. YES 7 (Schreiner, Marin, Hendry, Camera, Edelman, Marks, Correa)
  - ii. NO 6 (Browning, D Macias, Febre, Mercado, Thatch, Azatyan)
  - iii. ABSTAIN 1 (L Macias)

7. 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. In progress.
- b. Discussion and possible action to update the shared list of current committees and for Board members to declare at least one committee at the VNNC March General Board Meeting. <https://vnnc.org/wp-content/uploads/2021/02/Committee-Listv2.pdf> Still in progress.
- c. Discussion and possible action to appoint 1-3 NC Data Liaisons for the VNNC. <https://empowerla.org/data/> Schreiner and Hendry volunteer.

8. Discussion and possible action on Budget and Finance items:

- a. Discussion and possible action to review and approve the status of VNNC 's December's, January's, and February's MERS. [https://vnnc.org/wp-content/uploads/2021/03/VNNC MERs Dec 2020.pdf](https://vnnc.org/wp-content/uploads/2021/03/VNNC_MERs_Dec_2020.pdf)
  - i. Only December 2020 MER was ready. Financial vote roll call.
  - ii. Motion to approve the December MER (Schreiner/Marin).
    - 1. YES-12
    - 2. No-0
    - 3. ABSTAIN-1 (Mercado)
    - 4. no response from Correa
- b. Discussion and possible action to increase funds set aside for election budget from \$2000 to \$5000. Options for expenditures to encourage Van NUYS residents and stakeholders to request and complete vote by mail ballots will be presented (such as elevating postings on social media like Next Door, Facebook, and Instagram, producing one or more flyers to distribute in the community, providing outreach materials for candidates to use to encouraging eligible residents and stakeholders to apply for mail-in ballots etc. [https://vnnc.org/wp-content/uploads/2021/03/VNNC- AnnualBudget-FY-2020-2021-original.xlsx](https://vnnc.org/wp-content/uploads/2021/03/VNNC-AnnualBudget-FY-2020-2021-original.xlsx)
  - i. To accomplish budget reallocation, 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
    - 5. Public comment
      - a. Marez
      - b. William E. Goat

6. Motion to approve budget revision to increase funds set aside for election budget from \$2000 to \$5000 (Edelman/Febre) as shown. rollcall.
  - a. Yes-13.
  - b. No-0
  - c. ABSTAIN-1 Mercado
- c. Discussion and possible action regarding the Inventory report re previous VNNC computer equip. Browning and Schreiner checked the VNNC storage space, found 2 laptops, 1 CPU, 1 monitor, 2 printers, 1 camera, and audio equipment for meetings. Will reconcile these findings with the inventory list of the City Clerk's office and then document specific inventory items for the Board and Community. The Board can then determine how to dispose of the items.
- d. Discussion and possible action to purchase masks with VNNC name and logo for up to \$2,000 for outreach to help people in Van Nuys become more aware of the VNNC. Examples of ways that masks can be distributed to the Van Nuys Community were mentioned, including through local organizations and events (such as LAUSD Food to Go sites, non-profit organizations, etc.). Estimate will purchase 1200 to 1300 masks. <https://vnnc.org/wp-content/uploads/2021/03/VNNC-OUTREACH-MASKSpurchase-info-Sheet1.pdf>
  - i. Motion to approve purchase of masks for NTE \$2000—(Marks/Edelman)
  - ii. Public comment
    1. Marez
    2. Hopp
    3. Blaq
    4. Puppet.
  - iii. Board discussion—Previous order (approved in Sept) of 25 masks on the way. Mercado—guarantee they'll go to Van Nuys? Browning will go to food pantries, LAPD events, LAUSD Grab & Go, places of worship, non-profit organizations give to clients, etc. Marks requested that website be added to mask. Browning said that Outreach Committee will determine final distribution plan, which must be compliant with City policy regarding no face-to-face interaction.
    1. Motion to approve mask purchase
      - a. Yes-11
      - b. No-1 Mercado
      - c. 2 abstain (D Macias, L Macias).
- e. Discussion and possible action to elect new Treasurer at March General Board Meeting. Veronica Marin explained that she was very busy and needed to step down from the Treasurer role. Schreiner nominated Jennifer Febre to become Treasurer and noted that Ms. Febre has already completed Financial Officers Training. Nomination was seconded by Thatch.
  - i. Motion to approve Febre as Treasurer
    1. YES-14
    2. No-0Febre elected—Assumes Treasurer role tonight till end of term.
  - ii. Ms. Marin thanked for previous service.

9. Discussion and possible action to draft a comment from VNNC on BONC Draft Digital Media Policy. [https:// empowerla.org/wp-content/uploads/2020/11/DraftDigital-Media-Policy-for-BONC-on-9.29.2020.pdf](https://empowerla.org/wp-content/uploads/2020/11/DraftDigital-Media-Policy-for-BONC-on-9.29.2020.pdf) Item put over.
  
10. Discussion and possible action to create an Ad hoc committee for one month to create an implementation timeline that addresses function and security issues of the redesigned VNNC website. Draft website can be viewed. Schreiner moved that an ad hoc committee be created to address the future of website development, that the ad hoc committee include herself, Febre, and Thatch, and the committee report back to the Board at the April meeting. Seconded by Thatch.
  - a. Public comment:
    - i. Marez
    - ii. Hopp
    - iii. Blaq
    - iv. Puppet
    - v. Danielle.
  - b. YES-14
  - c. No-0.
  
11. Adjournment 9:50PM

Respectfully submitted John Hendry, VNNC Secretary APRIL 5. 2021