

**HOLLYWOOD HILLS WEST NEIGHBORHOOD COUNCIL
BOARD MEETING MINUTES**

June 7, 2010

**Women's Club of Hollywood Lounge
1749 North La Brea Avenue
Los Angeles, CA 90046**

1. **Call to order** by President Anastasia Mann at 6:40 p.m.
2. **Roll call** by Secretary (Khaled Kaawar): **Present:** Anastasia Mann, Orrin Feldman, Khaled Kaawar, Aaron Rogers, Daniel Savage, Wayne Johansson, Valorie Keegan, Alison Connell, Barbara Witkin, Christopher Kaufman, Bryce Lowery, Jarone Johnson Jr., Dietrich Nelson, Rebecca Arce, and Jonathan Sweet. Robin Moreno came late. **Absent:** Michael Meyer, Brian Johnson, Terry Migliaccio and Maria Rychlicki.
3. **Minutes – (Keegan/Witkin) moved to accept the June 10, 2010 board meeting minutes as corrected. The motion carried unanimously.**
 - a. **President's Report** by Anastasia Mann welcomed the new board and reviewed the points discussed during the Executive Committee meeting as they pertained to new and existing business.
 - b. **Public Official Reports: None.**
 - a. **Announcements** Hollywood Central Park is holding their Launch and Haute Dog Party on Sunday, June 27, 2010 from 6 p.m. – 8 p.m. at The Music Box Rooftop, 6126 Hollywood Blvd., Hollywood, CA
 - b. **New Board Members** The three open board positions have been posted as required for 60 days. There are new candidates for these seats: former Area 8 chair Donovan Ryan, who is available to continue to serve in that capacity and Joyce Dyrector, who would like to join the board as Committee Chair for Area 4. The descriptions for the open positions are as follows:
 - i. **Issue 5: HOUSING & HUMAN SERVICES, REIGIOUS & CHARITABLE ORGANIZATIONS, PLANNING & SUPPORT**
 - ii. **Area 4: HOLLYWOOD HEIGHTS/HOLLYWOOD BLVD.**
 - iii. **Area 8: MT. OLYMPUS/LAUREL CANYON**
4. **New Board Member Orientation**
 - a. The Brown Act restricts **5 or more** board members from communicating outside of an agendized and noticed public meeting. Any number of stakeholders can meet or email on their own without triggering any Brown Act violations
 - b. How & where to hold your meetings: Each Area and Issue Committee holds meetings to vote on issues which can then be brought to the full board for consideration if the President places the matter on the agenda. After a board majority vote, the President and Vice President can represent that HHWNC has taken an action to any city department or for/against any issues, but no one else is authorized to do so under our bylaws. Minutes must be taken at each meeting. Full

board meeting schedule: Meetings must be posted 72 hours in advance of meeting on the website (board meetings are also posted at public posting locations). Committees may hold joint meetings. The full board meets every other month. Twelve board members are required for a quorum.

- c. Budget for meetings: \$100 per meeting for food and services. By Laws/Parliamentary Procedure: These are posted on the HHWNC website. Original receipts must be submitted for reimbursement for expenses; chairs must make all purchases for their committees for reimbursement.
- d. Ethics training: This training is mandatory and is available on the City's website. This training is good for two years. Other orientation trainings are coming up in June/July/August 2010.
- e. DONE issues: An overview was given on the merging of DONE with CDD creating a new department.
- f. Website/Email Issues: Steven Shmerler, webmaster, gave an overview of how to use the website. He suggested board members look at the tutorials to learn how to use it.

5. **Vice President's Report** by Orrin Feldman further elaborated about the proper way to write emails. As a result of the Citywide Building and Safety Commission public hearing, five unfinished houses on Mt. Olympus will be demolished. There are three cases involving restaurants on the 7900 block of Sunset Blvd. involving outdoor dining areas and liquor licenses that impede on pedestrians' use of the sidewalk, which is in the public's right of way. A variance was denied for Fresh Bites. An appeal is scheduled. Two other restaurants have pending reviews regarding this same issue. Valorie added that there are several other Sunset Blvd. restaurants where sidewalk dining raises similar problems for pedestrians.

- a. **Treasurer's Report:** Anastasia read Michael Meyer's report. The budget for the upcoming fiscal year required revisions from the original lump sum originally provided. Allocations include: Administration expenses & Membership: \$15,000; website, email and IT: \$4,000; brochures and outreach support: \$37,000; area committees: \$6,000; and issues committees: \$6,000. (Khaled/Alison) moved to accept the proposed budget for fiscal year 2010/2011. The motion carried unanimously.

6. Committee Reports

a. AREA COMMITTEES

i. Other Area Committees: None.

7. **ISSUE COMMITTEES:** Outreach Chair, Christopher Kaufman, responded to a stakeholder's comments that HHWNC needed to do more outreach. Schelley Kiah, a stakeholder, questioned why she did not receive an email regarding this board meeting. She also requested microphones be provided at future board meetings so the audience can hear board dialogue and follow the actions taken.

Anastasia added that over 2,000 emails are sent out to the HHWNC email list every month announcing board meetings and events. Webmaster Steven will check to see what happened.

- a. **Emergency Services Chair** - Valorie Keegan announced the LA Police and Fire event, Safe Tip Off, at the L.A. Forum (basketball game of LA Fire vs. LAPD). Fireworks show coming up – see the HHWNC website.

**Los Angeles Animal Services RACO (Reserve Animal Control Officer) Program.
Motion: (Keegan/Feldman) moved, "Hollywood Hills West Neighborhood Council Board of Directors is requested to vote and approve funding in the amount of \$1,500 to support the Los Angeles Department Animal Services (LAAS) Reserve Animal Control Officer (RACO) volunteer program."**

COMMENTS FOR BOARD CONSIDERATION: \$1,500 will provide the cost of the required 280 hour training course for One (1) RACO volunteer, also including required course materials, Officer uniform and equipment. Funding for LAAS - RACO program is entirely dependent outside funding resources. (See Attached "RACO Duties")

Prior to being selected for LAAS - RACO Program, RACO Candidates volunteer for 3 months at designated LA City Animal Care Centers while background checks are performed for each candidate. Once a RACO candidate is cleared for the program, they then attend 280 hours of mandatory training similar to that of sworn LAPD Officers. RACO are trained volunteers who commit to 16 hours of service a month with LAAS at LA Animal Care facilities and in the field.

LAAS - RACO is a volunteer program that has been in operation since 1988. At this time LAAS has only one remaining active volunteer RACO. RACO Training course requires a minimum of 10 LAAS approved candidates per training course. There are currently 12 candidates registered.

**(Feldman/Kaawar) moved to call the question. The motion carried.
The original motion carried with one opposed.**

8. **Public Comments:** None.
9. **Old Business:** None.

10. **New Business:** None.

11. **Adjournment: 8:28 p.m.**

-Minutes by Pat Kramer, Kelly Services-